

Āniwaniwa Rainbow Coordinator

Kaupapa | Purpose

- To coordinate and support Wintec's Āniwaniwa Alliance, a staff-led rainbow group that supports our LGBTTTQIA+ community at Wintec.
- To effectively coordinate rainbow events/activities for both staff and students and bring visibility to Wintec's rainbow whānau.
- To raise awareness and understanding of issues relating to LGBTTTQIA+ community, advice on policies, processes and systems.

Reports to: Manaaki Akonga Manager

Team: Manaaki Akonga – Accessibility Services, Peer Tutor Support, Āniwaniwa under Te Kete Manaaki

Remuneration: IEA Band 4 (\$67,800 to \$84,700)

Ngā mahi | Do

- Collaboration with student and staff networks to encourage academic, social and cultural interaction on campus through organised events
- Wintec is promoted as a safe place for students of diverse sexual orientations and gender identities
- Collaboration between support services and other (internal and external) organisations is initiated and encouraged, improving diverse student social engagement
- Rainbow orientation activities are coordinated prior to the start of each semester, at which new diverse students are welcomed and encouraged to attend
- Rainbow students and staff are actively represented
- Database of student contact is maintained

- Manage specific events from beginning to end stage, within expected timeframe and budget set, including participation in O-Week
- Plan, coordinate and monitor events as required
- Plan, coordinate and deliver staff training events as required
- Student feedback on rainbow team experiences including events is encouraged and documented
- Reports on activities, events and promotions are provided on a regular basis
- In consultation with your manager, develop an annual budget for events and report on progress
- Connect rainbow students and staff with appropriate teams, both internal and external, facilitating a support network
- Facilitate monthly meetings with Āniwaniwa Alliance staff to help drive positive change
- Provide support for the welfare of students and staff of diverse sexual orientations and gender identities in collaboration with Student Services and People and Culture
- Diverse students have the social, physical and intellectual support they require through connections with other students and staff within Wintec and Te Pūkenga
- Service is friendly, supportive and appropriate for students with diverse sexualities and gender identities
- Pastoral support and case management activities are undertaken as appropriate in consultation with your manager
- Encouragement of student and staff participation and awareness through rainbow networks and publications
- Improved level of awareness amongst diverse students and staff of support services available to students
- Improvement in diverse students and staff levels of participation in rainbow related diversity events and activities
- Student and staff training around homophobia, transphobia, heteronormativity, current issues and best practice methods is facilitated in collaboration with stakeholders and in response to the needs of academic programmes and other staff teams

- Links are established and awareness of all available support services and networks is actively promoted

Health and safety management accountabilities are understood and applied.

Individual and staff H&S outcome and objectives

- Significant hazards in the area of responsibility are identified, documented and reviewed annually or as new hazards emerge
- Significant hazards are eliminated, isolated and/or risk minimized
- Staff in the area of responsibility are involved in the hazard management

Wintec culture

- Observes Wintec's mission, strategies, priorities and values in all activities
- Follows all Wintec's policies and procedures and legislative obligations
- Demonstrates an understanding and commitment to the principles of the Treaty of Waitangi and Equal Employment Opportunities (EEO)
- Demonstrates an understanding of and commitment to Wintec's mission, strategies, priorities and values
- Promotes equity and diversity in the workplace; builds mutual trust; and treats kaimahi equitably, transparently, fairly and in a culturally appropriate manner
- Undertakes continuous improvement and development of systems, procedures and service to ensure Wintec maintains and develops its position as a leading provider of vocational education and training

Other duties

- Performs other duties as may be reasonably required from time to time

Demonstrate commitment to:

Te Tiriti o Waitangi. Through our developing understanding of our obligations and our connection with Te Tiriti o Waitangi as both individuals and as an organisation.

Ākonga at the Centre. Through prioritising the experience, wellbeing, and success of our ākonga in our decision-making process.

Equity. Through recognition, empowerment, and inclusion we can give greater acknowledgement of the unmet needs of Māori, Pacific and disabled ākonga and their whānau.

Vocational Education and Training Excellence. Through quality provision for all ākonga, meeting the regional needs of employers and communities.

Pūkenga | Have

- A tertiary qualification or equivalent experience
- Related work/voluntary experience
- Demonstrated experience supporting people who identify with diverse gender identities and sexual orientations
- Connected with the local rainbow community/organisations
- Experience working in a tertiary setting, especially with students
- Able to exercise judgement in problem solving
- Ability to be innovative, to question the status quo and to adapt to changing circumstances
- Ability to use initiative
- Highly developed interpersonal and relationship skills
- Demonstrated ability to work with colleagues to resolve issues and meet agreed outcomes

Ngā Hononga Mahi | Working relationships

Internal: Aniwaniwa Alliance/Student Support services/Academic Staff / Administration Staff / Advisors/Consultants / Team Managers/Team Leaders/Coordinators / Department Managers / Heads of School/Centre Directors / Directors / Dean of Faculty

External: Ākonga / learners / Business / Industry / Community / Government agencies / ITOs / SAWIT/ Rainbow Hub

Resource delegations and responsibilities:

Financial: Nil

People: Nil