

Position Profile | Delegate Representative

Position Title: Delegate Representative

Reporting to: STONZ Executive Team

Status: Volunteer

Purpose: The STONZ Delegates play an important role in building the union’s influence at the DHBs. Relationship building is key to the role of a delegate with members, fellow delegates, the DHB and the STONZ Executive. The role of the Delegate Representative is to provide leadership across the delegate network, assist with appointment of new delegates and work to better understand the role of the delegates; and how we can better support them, so they in turn can better support our membership.

1 Key Responsibilities

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| Leadership | <ul style="list-style-type: none"> Provide leadership across the delegate network and across the wider membership. Encourages and promotes collaboration and connection between delegates nationally. |
| Engagement | <ul style="list-style-type: none"> Engagement with the national delegate group, responsible for being the link between the Executive Team, and delegates. Work to better understand the role of the delegate and how we can better support them as a union. Work to better understand what delegates need in order to enable them to support our wider membership. Engage with DHBs and other stakeholders in a way that promotes productive working relationships. |
| STONZ Advocacy | <ul style="list-style-type: none"> Attend some meetings on behalf of STONZ where required. Attend and report back at the STONZ Executive Team monthly. Be the link between Delegates and the Bargaining team during Negotiations. |
| Collaboration | <ul style="list-style-type: none"> Collaborate with, and work towards developing productive working relationships between delegates with the RMO Units, Te Whatu Ora and Districts. |
| AGM | <ul style="list-style-type: none"> Attend the AGM and provide a report on behalf of the delegate group. |

2 Key Deliverables

Working with the Support team, Key deliverables may include but are not limited to:

- Promote Delegate Handbook & Delegate Guidelines/Policies.
- Engage with the national delegate group and support team to set up annual meetings/engagement activities.
- Work with Delegates to establish how we can better support them and to ensure they have the tools/training needed to support our membership.
- Explore ways to promote and encourage delegate involvement at a local level.
- Work with support team to create guidelines for PGY1 orientations and promote Delegate's engagement.
- Work with the support team to arrange the Annual Delegates Training Day.

3 Key Skills and Attributes

We are looking for someone motivated to lead and promote this work. In order to be successful, we are looking for someone with:

- Excellent communication
- Enjoys working and collaborating with others
- Has the ability to be an effective leader and who can inspire others
- Previous leadership experience desirable but not essential
- Innovative and solutions focused
- Can work independently and report to the wider team as needed
- Previous Delegate experience desirable but not essential

4 Process

STONZ aim is to run a process that is fair and transparent and results in finding the best candidate who has the appropriate skills, experience and time to complete the required role.

1. Expressions of interest for any vacant positions/committees will be communicated to members.
 - a. Position Descriptions and expectations will be provided.
 - b. The Position Description will also include any characteristics and/or specific skill the Executive board is looking for.
2. Written applications should be limited to a current CV and brief summary of why the applicant feels they would be best suited for the role.
 - a. Applications must be received by the stated deadline.
3. STONZ Executive team will review applications against the Position Description and criteria.
4. A short-list of candidates will be selected for interview (via zoom or phone).
5. Successful candidates will be notified.
6. All applicants should receive a response and will be notified throughout the process as to the status of their application.

5 General

This position will not sit on the executive team but will work alongside our support team and will report through to the executive team. This is a volunteer role and may require approx. 1-2 hours (maximum) of your time each week and will require you to attend some meetings after-hours.

If you are interested, please email support@stonz.co.nz with your written application.
