

Whānau Navigator – Position Description

Te Puke High School | Tapuika-led

Fixed-term: Terms 1 and 2, 2026

Position Title

Whānau Navigator based at Te Puke High School.

Location

Te Puke High School.

(Working across school, whānau, and Tapuika /Waitaha community settings)

Reporting To

Operationally: Pou Tūhono, Tapuika Iwi Authority.

Purpose of the Role

The Whānau Navigator will seek to support improved attendance, engagement, and long-term retention of ākonga through whānau-centred approaches. The role focuses on identifying and addressing barriers to attendance, strengthening cultural identity and belonging, and embedding shared accountability between Tapuika, Waitaha and Te Puke High School. The role works alongside ākonga, whānau, school staff, and iwi to create mana-enhancing pathways that enable rangatahi to thrive at school and beyond.

Key Responsibilities

1. Attendance & Engagement Support

- Identify patterns, barriers, and contributing factors affecting ākonga attendance.
- Work directly with ākonga and whānau to develop tailored, strengths-based responses that support consistent participation.
- Act as a trusted connector between whānau and the school, supporting early intervention.
- Support long-term retention by addressing underlying wellbeing, cultural, or systemic challenges.

2. Iwi-led Wānanga for Ākonga

- Design and deliver iwi-led wānanga that strengthen identity, belonging, and peer connection.
- Embed whakapapa, tikanga, and local narratives.
- Foster positive peer relationships aligned to improved attendance and engagement.

3. Tapuika – Te Puke High School Partnership

- Clarify shared roles and accountabilities for attendance and retention.
- Support regular hui and reporting between Tapuika, Waitaha and school leadership.

- Support PLD focused on mana-enhancing, culturally sustaining practice.
- Strengthen staff confidence engaging with whānau.

5. Relationship & Network Building

- Build trusted relationships with ākonga, whānau, staff, and iwi representatives.
- Connect whānau to wider support services where appropriate.
- Uphold confidentiality, mana, and whānau agency.

Key Competencies & Skills

Essential

- Strong grounding in kaupapa Māori values.
- Proven ability to engage with rangatahi and whānau.
- Experience in education, youth development, or whānau support.
- Strong communication and relationship skills.
- Ability to work across iwi, school, and community settings.

Desirable

- Connections to iwi and Te Puke communities.
- Experience delivering wānanga.
- Understanding of school attendance systems.
- Experience in partnership or collaborative initiatives.

Personal Attributes

- Mana-enhancing and values-led
- Approachable and empathetic
- Solutions-focused and adaptable
- Committed to positive futures for rangatahi Māori

Term of Appointment

This is a fixed-term position operating across Terms 1 and 2, 2026.

Salary range \$40,000 – 50,000