

### Cultural Safety Co-Lead

#### Job purpose

*This is an exciting new role (Nov 2022), in the Community Department of Kiwiburn.*

The Kiwiburn community is growing and learning about our collective blindspots, biases and ignorance. This lack of awareness has and continues to cause harm to some of our community members. The best way to reduce this harm is to educate, learn, share, engage and encourage each other to better standards.

The Cultural Safety Co-Leads (x2) will work with the Community Department to make Kiwiburn a safe place that is inspiring, engaging and empowering for members of all cultures of our community. This means liaising with, listening to and collaborating with the community to help make Kiwiburn a place where humans of all cultures are able to grow, to thrive, and to be however they want to be.

The details of this role as defined below are a guide. This role sits alongside the Consent, Accessibility and Rainbow teams. This is a space where you can make a significant difference in the experience of our participants at Kiwiburn!

#### Key Responsibilities

- Identify areas of improvement for Kiwiburn in becoming a culturally safe space.
- Liaise with the Kiwiburn community and engage with the relevant people affected.
- Identify how cultural safety affects different groups and strategise how best to support these groups to feel culturally safe.
- Develop strategies and solutions to improve these areas.
- Liaise with Kiwiburn teams that can assist in overcoming any barriers.
- Act in a manner fitting of a Kiwiburn member, as per the [Memorandum of Understanding](#).
- Maintain communication and information sharing according to Kiwiburn's [Organisational Structure](#).
- Keep team members informed of any key decisions that affect them.
- Update and maintain Asana and Google Documents as required, ensuring policy and process documents are kept up to date so that someone could run your department if you became unwell.
- Write an Afterburn report

#### Performance Objectives

- Analysis and ongoing reporting of cultural safety challenges at Kiwiburn.
- Community consultation and collaboration.
- Ongoing consultation and communication with the community.

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- Increased sense of cultural safety whilst attending Kiwiburn, particularly by community members of non-dominant cultures.
  - Write an Afterburn report
  - Update documentation and Job Description as required
  - Do such a good job that this role is no longer needed

### **Working Relationships**

- ExCom (senior)
- Community Facilitator (senior manager)
- Team Leads - Community Department (colleagues)
- Participants (responsible for)

### **Time Commitment**

- Must be responsive via email year round
- Approximately 2hr per week year round.
- Additional time commitments to be determined through consultation with the lead.

### **Necessary Qualities, Knowledge and Experience**

- Understanding of Te Tiriti o Waitangi (Treaty of Waitangi)
- Can demonstrate a comprehensive understanding of the nuances of cultural safety and an enthusiasm for improving it
- Able to develop processes that bring people along with you
- A clear, good communicator with an understanding of collaborative processes
- Able to have difficult conversations in a way that builds connections and understanding
- Computer literate

### **Desirable Qualities, Knowledge and Experience**

- Knowledge of Kiwiburn working structure
- Experience working in cultural safety or indigenous rights advocacy.
- Working knowledge of Google Docs and Slack

### **Who to contact for support**

This role can bring its own challenges, on site you'll have direct access to Crew Support who are available before, during and after the event to have a chat (off-site you can contact them via email at [crewsupport@kiwiburn.com](mailto:crewsupport@kiwiburn.com)). Additionally you can talk to the Community Facilitator if you ever want or need to.