



MAYORAL TOOLKIT



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INTRODUCTION

Tēnā tātou,

He mihi maioha tēnei kia koutou ngā kaitautoko o tō tātou nei kaupapa a Tuia.

This toolkit has been created to assist and give guidance to Mayors participating in the Tuia programme. The reason behind creating this tool has come from Mayors who were seeking to get a better understanding about how to become more effective in their role as mentors. Now that Tuia has been in existence for seven years we are able to call upon the experiences of Mayors and rangatahi who have been on the journey to give advice and examples of how to execute this well.

The content of this toolkit has predominantly come from them with the hope that



their experiences may provide a better quality of connection and participation by all involved.


The Tuia kaupapa has grown over the past seven years into many different expressions. The Tuia first year expression still remains a vital part of connection and introduction.

‘There are three pou that make up the Tuia first year expression, which are:

1. Mentoring
2. Community Contribution
3. Wānanga

Mayor’s participation can and does span across all three but is primarily focused on the mentoring pou. This is the main focus of this toolkit.

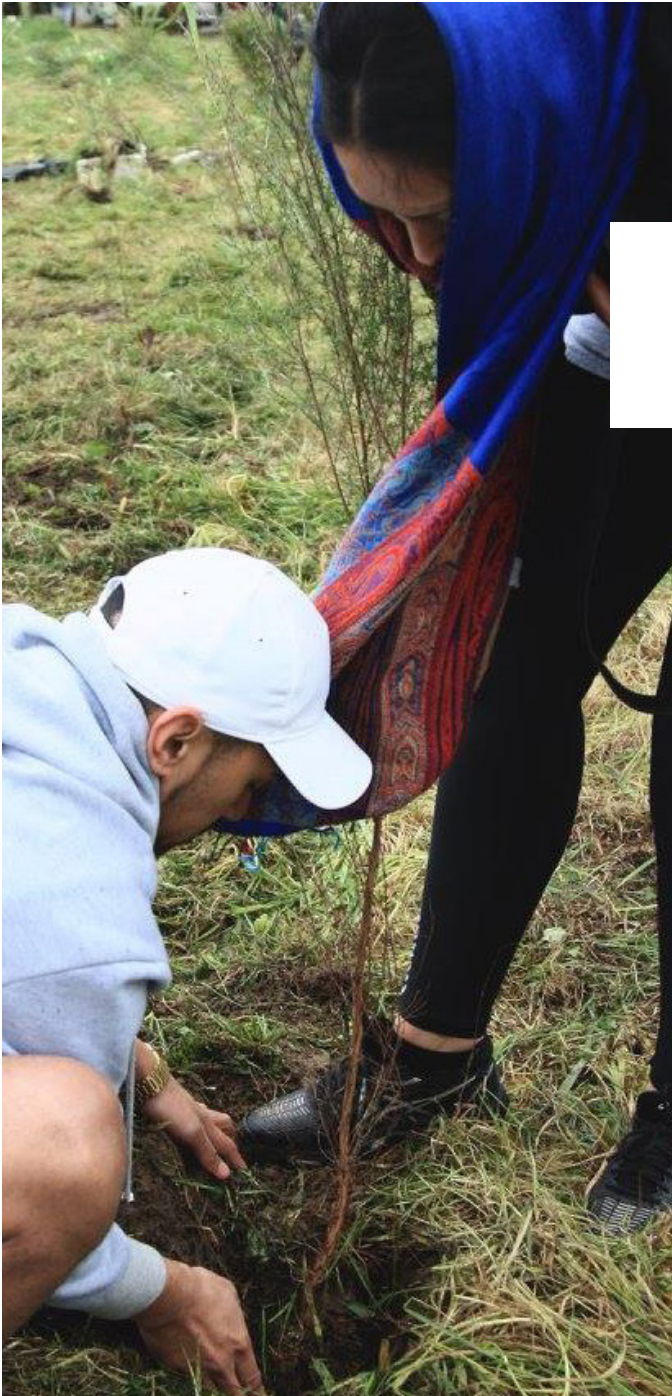




HOW TO USE THIS GUIDE

The Tuia Mayoral Mentoring Toolkit has been divided into three sections. These sections include; Mentoring, Frequently Asked Questions and Support. Each section has been structured to provide guidance and support with some sections providing lists of things to do, past and current Mayor's examples of what they have done, practical steps to take and tips.

It must be noted that this toolkit should be used in conjunction with the Tuia Prospectus that outlines the nuts and bolts of how to participate. This toolkit is to help give ideas on what that participation could look like.



MENTORING

What is it?

Mentoring is a proven method of development and support. Mayors who agree to become a mentor recognise the potential this approach has to effect long-term positive change in the life of the rangatahi they are mentoring and through them, many communities around the country.

As stated in the Tuia prospectus -

Mayors will be required to:

- Meet with the young person at least once a month.
- Provide financial support.
- Involve their rangatahi in community activities where appropriate.

Connecting

For some Mayors this comes more naturally than others. However, for the majority of Mayors this will be a new experience mentoring a rangatahi Māori and it will definitely be a new experience for the majority if not all the rangatahi spending one on one time with their Mayor.

The monthly meet ups are generally informal and give you the opportunity to get to know one another. How you do this is up to you but here are a couple of examples from mayors:

“Meet monthly for coffee in town. Keep in touch on phone, email and txt. My PA is in close contact with candidates and on call with travel arrangements and booking in time for us.”

(Jan Barnes – former mayor of Matamata-Piako District Council)

“We discuss things such as their views as young people in our community and the development of a youth strategy for our district.”

(Malcolm Campbell – Kawerau District Council)



EXPERIENCES

What is this about?

Providing rangatahi with experiences to help them grow as a young person of influence in their community and to help them understand the role that council plays in the development of their community.

These experiences can be simply an observational role or a hands on support role. Providing these experiences for the rangatahi helps develop them and can also help Mayors enhance their engagement with Māori communities in their district. However, it must be noted that not all rangatahi are connected to the Māori world, and may be limited in the type of support they can provide. Your first meeting may be a tour around council, introducing your rangatahi to any important people e.g. support counsellors, community advisers, youth workers, youth Council, Mayor's personal assistant etc.

Here is a list of other ideas you may do throughout the year:

- Planning meetings
- Council meetings
- Citizenship ceremonies
- Field trips to see council services e.g. building services, dog control, waste disposal
- Shadow day with the Mayor
- Have them as a special guest to events
- Have them help you with a project or community event

"Have them attend civic events and citizenship ceremonies... Have them support me at cultural events, i.e. marae visits."

(Brendan Duffy – former mayor of Horowhenua District Council)

"I have always included and reached out for support from Tuia (my rangatahi) to engage in events and support me with functions. i.e. Day camp attendance, college leadership courses, blessing of new facilities, DHB hui, Waitangi day events in conjunction with our Te Mana Whenua Forum committee of council and regular presentations from Tuia to full council meetings."

(Jan Barnes – former mayor of Matamata-Piako)

Talking

It can seem like a Mayor and a rangatahi Māori walk in two different worlds, and in many respects they do, but as you journey together you will find commonalities. What you talk about is up to you both but here are some suggestions:

- Ko wai koe? Who are you? – Mountain, River, Marae, Hapū, Iwi
- Passions
- Aspirations
- Family
- Work
- Vision for the community
- Short term and long term goals
- What are the important things in your life?

One of the commonalities you will find is a desire to serve community, and although this might look different for each of you, your relationship can support one another in the ways you serve the community.



The mentoring aspect can be mutually beneficial as has been mentioned by past Mayors and rangatahi:

"At times I wondered who was meant to be mentoring whom, as Waiariki assisted me with mihi and te reo for hui and council meetings... I look forward to continuing my friendship with him into the future"

(Dave Cull - former mayor of Dunedin City Council)

There are practical benefits such as the one mentioned above but gaining a view of your community through the eyes of rangatahi is hugely valuable.

Tips

- Be relaxed
- Ask open ended questions





"This is a most invaluable experience for me, and indeed for any rangatahi, because I got to see in to the world of local government and I was provided the opportunity to influence and make a difference – something that not many people get to do, let alone, do with your own Mayor."

(Tamati Peni – Rangatahi, South Waikato District Council)

"I found attending council meetings alongside my Mayor extremely beneficial... I witnessed him play a number of roles in various council meetings from chairing heated open public forums to overseeing the local Iwi Liasion Committee hui."

(Julia Cates – Whakatane District Council)



Tips

- Sit down at the start of the year and plan out a few key events during the year to participate in.
- Ask rangatahi about engagement opportunities they may be interested in.



FREQUENTLY ASKED QUESTIONS (FAQ)

How do I select a rangatahi?

Each participating Mayor in partnership with their community and past rangatahi participant(s) (where applicable) will select their rangatahi against the criteria outlined below:

- Be aged between 18-25 years;
- Be actively involved in contributing to the wellbeing of their community at some level;
- Be able to commit to being involved in this part-time programme of three three-day and two four-day wānanga (leadership forum) over a period of 12 months;
- Have support from others to participate in the programme (whānau/hapū/pakeke/employers/ community etc.);
- Be open minded and willing to contribute to discussions and workshops;
- Be well organized and have the ability to manage their time and commitments effectively.

Here is a list of ways in which Mayors may choose to select their rangatahi:

- Personal application (e.g. essay / presentation).
- A nomination and selection process.
- A personal choice.
- In consultation with community groups.
- On the advice of iwi and hapū.
- Through involving past and present Tuia rangatahi.
- On the advice of the council's community development advisors.

Tips

- Start looking early as the beginning of the year is a busy time for all.
- Ensure that rangatahi are well informed of the programme.
- If you have any issues selecting a rangatahi, then please contact us. Contact details are in the Support section (p.14) of this Toolkit.

What are the time commitments?

We understand the workload a Mayor has can put strain on their availability. This has been taken into consideration in the formulation of the mentoring guidelines. The minimum requirements of your time being a half hour once a month meeting and providing development experiences (that you may not necessarily be at).

When mayors have been pressed for time, one thing councils and their Mayors have done is have a support person within council who works as additional support for both the Mayor and rangatahi. They have ensured that monthly rangatahi meetings are booked, travel arrangements for the rangatahi are made, rangatahi are assisted in their community contribution project and that there is support available for the rangatahi throughout the year. This has proven to be hugely beneficial for all involved.





COMMUNITY CONTRIBUTION

What does community contribution look like?

Community contribution is a key aspect of Tuia. It is about service, where rangatahi can choose to create a project or be recognised for how they are already contributing to community. See the prospectus for guidelines.

Considerations for Mayors:

- How might you support your rangatahi.
- How might they report (if you or the council require one).
- How might you encourage your rangatahi.
- How might you connect your rangatahi to service opportunities and support.

Here is a list of things rangatahi have done in the past:

- Organise community beach and river clean ups
- Teach dance after school to troubled youth
- Fundraise money for families in need and community groups
- Volunteer for different community groups
- Run and support awareness events for domestic violence, cancer, etc.
- Start-up community gardens
- Run tree planting events
- Support the running of their Marae
- Become part of the Youth Council



What will it cost?

The only cost we ask from Mayors and councils is the travel for their rangatahi to attend the five wānanga. This can vary depending on your location and how early you book travel. It is a small cost considering the long-term value this has for the rangatahi, yourself and your community. Costs for the year are between \$800 - \$3000.

Some councils in the past who are close in locality have chosen to car pool and share the cost when possible. But the majority of them fly, bus or drive. Once they are at the airport or bus station, Tuia take responsibility for getting them from there to the wānanga location.



A photograph of two people, seen from behind, looking out at the ocean under a dramatic sunset sky. The person on the left is wearing a dark jacket with a light blue hood, and the person on the right is wearing a dark jacket with a light blue hood. The sun is low on the horizon, creating a bright glow and casting long shadows. The sky is filled with clouds, and the ocean is visible in the distance.

SUPPORT

We have support people available to you to provide assistance at any stage during your participation in Tuia. Please do not hesitate at all to get in contact with us.

Support Documents

Tuia Prospectus

The Tuia Prospectus contains all the relevant information for participating in the programme.

Te Tangi a te Manu

Te Tangi a te Manu is a collection of stories from rangatahi, about their experiences and reflections from Tuia. It also contains information on the many initiatives and kaupapa that have grown since Tuia's inception. The book was created to celebrate five years of Tuia.



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