

## **Whānau or Family Support Interviews - Te Tautoko a te Whānau: What does it mean for me when I apply for a job with the Department of Conservation?**

Whānau (or family) support is when your whānau (including kaumatua), or other support people (someone who you feel secure with and who knows you well) support you by attending the recruitment interview with you. Whānau support can provide a valuable insight into your skills and experiences. Whānau are not afraid to talk of your achievements, which you might have difficulty doing.

### ***What are the benefits of a whānau interview for the whānau?***

You have the best possible opportunity to display your competence, skills and experience with support from your whānau. You and your whānau are assured that you have been treated in a manner which is inclusive, safe and respectful of your cultural values.

### ***What are the benefits of a whānau interview to the Department?***

- The Department can better assess the best person for a position, because the whānau or support people can provide a more in-depth picture of the competence, skills and experiences that you will bring to a position.
- If you are employed you bring an established support system, which will mean you are better equipped to deal with a wide range of situations. You may also bring a network of other potential applicants for positions and enhanced community based support.
- If you are unsuccessful the Department has provided you with the best possible opportunity to display your competence, skills and experience.

### ***Who can use whānau interviews?***

**Anyone** applying for employment with the Department. They are useful where an applicant's personal or cultural values could possibly limit the information provided at a formal interview.

### ***What is the process?***

When you are notified that you have been chosen for interview let the panel chairperson know that you would like to bring whānau or support people. You should talk about the welcoming process, the format of the interview, the role of whānau or support people, how many people are likely to come to the interview and if the whānau want to conduct their part of the process in Te Reo Māori or your nominated language. This will allow the panel chairperson to prepare for the interview appropriately. Applicants and whānau or support people may speak in either English or Māori or your nominated language with translation.

### ***Key Steps of the Whānau Support Interview***

1. The applicant and whānau are welcomed with a mihi and/or karakia as agreed and will have the opportunity to respond.
2. The whānau or support people will be invited to speak about the applicant outlining the person's qualities and suitability for the position. This will happen either at the beginning or the end of the interview.
3. The panel will interview the applicant using the same questions as for the other applicants. At the end the applicant and whānau or support people will have an opportunity to ask questions and/or add further comments about the suitability of the applicant for the position.
4. The chairperson of the panel will indicate when the interview is complete. The whānau or support people will be thanked for attending and will have the opportunity to respond.

