

HERETAUNGA WOMEN'S CENTRE INC.

DOCUMENT PROFILE

HAERE MAI WAHINE MA

HERETAUNGA
WOMEN'S



A PLACE FOR ALL WOMEN

WOMEN'S REST BUILDING
RUSSELL ST, PO BOX 27.
HASTINGS.PH/FAX.06 878 5401

ABOUT

Heretaunga Women's Centre Inc:-

"We believe in women supporting women. Our aim is to make available information and resources to enable women to learn about and take responsibility for their own well-being."

History

We are one of a number of women's centres throughout New Zealand. As an organisation we are independent. Originally, we started off twelve years ago in 1987, as the Hastings Women's Resource Group. Our name change to Heretaunga Women's Centre came about in 1991, when a steering committee was set up to endeavour to keep the service operating, as the premises in which we were housed at the time were about to be demolished and funds to relocate were limited. Since then, we have been situated in the Hastings Women's Rest Building and we became an Incorporated Society in 1995. We share the ideally, centrally situated building with Plunket.

Interestingly, the history of this building, which is listed under the New Zealand Historic Places Trust, is directly relevant to its function today. According to a feature article in the Hawkes Bay Herald Tribune (2.2.84), by Gilbert Lloyd : - in 1918, due to a lack of any facilities in town for women, a massive fundraising campaign was run by the women of the district, in order to provide a building for women. This building would house Plunket, provide a place where women could rest and feed their babies, a place where women office and shop workers could take a meal break, get a cup of tea, have adequate restroom facilities, and provide a meeting place for women. A quote from the article reads, "Mr H Ian Simson was mayor at the time and sympathised with the plight of the mothers. He suggested that if the society could find the money for the building, the council would provide the site". The following information is taken from "Cities of the Plains", written in 1984 by M. B. Boyd: "Mrs Garnett agreed to sell a block of land between Eastbourne Street and Lyndon Road, provided the Women's Rest was erected on it. On the same condition she donated 750 pounds towards the building and furnishings. Donations towards the Women's Rest Building also came from JS McLeod, AB Knight, WP

Thompson and the New Zealand Granite Company; these donations accounted for approximately 80% of building costs. Knight Brothers also donated 54 feet of their land, to add to the area available for the Women's Rest and surrounding open space. The women's groups represented on the controlling committee were WCTU, Plunket Society and Women's National Reserve. With the support of the Hastings District Council, the Hastings Women's Rest Building was opened in 1921 as the first building in Australasia which was purpose built to address the needs of women and was a matter of pride for the whole district.

Our Service Today

We run as a varied and comprehensive community service. With the exception of a part-time coordinator, we rely totally on volunteers to manage and run the centre. Due to the changing face of welfare, our services are being increasingly called upon to provide "hands on" community based assistance. We are non profit and reliant on fundraising and community grants. Many of the women who attend the centre are able to contribute very little to the cost of the projects we run and the services we provide. We ask those that can for contributions.

Projects, classes and activities which run at the Centre include:- self-awareness classes, pastel drawing group, guitar tuition, active birth classes (ante natal), assertiveness classes, sculpture workshops, courses in relationship dynamics, DOVE "Pathways to ending family violence" programmes, an information service (for which there is a steady demand), a self-help library, face-to-face and telephone support, networking and referral, a free legal clinic staffed by eleven Hastings women lawyers, a professional counselling service, a programme on Access radio and as well, we provide a Monday to Friday drop in centre.

No woman has to give a diagnosis, a number or a written referral to come here thus reducing the stigmatisation that can happen when seeking help and so opening the door to the next step for each individual - which is hands-on, positive and practical action. We aim to provide a safe, friendly, non-threatening environment where women who are disadvantaged for a wide variety of reasons, including the broad spectrum of abuse, health and economical factors, can receive guidance, support, education and choices to enable them to take control of their lives. We also see the Centre as a space where, in addition to the focus on those seeking help, all women from the community are encouraged to both contribute and benefit - so aiming to create a healthy, balanced environment which will facilitate growth and healing.

It is only because of the enormous number of hours so generously contributed in the many different roles by our volunteers, the support of the Hastings community, the ongoing fundraising activities and our continued efforts to seek out grants assistance for which extremely grateful, that we are able to continue to deliver affordable, accessible, appropriate and quality services at little or no cost, to women in our community.

HERETAUNGA WOMEN'S CENTRE INC.

MANAGEMENT COMMITTEE

CHAIRPERSON: **SUSAN JOHN** **876 3456**
729 Te Aute Rd
RD 2
Hastings

SECRETARY: **BRIDGET TANTON** **870 7414**
613 Whitehead Rd
Hastings

TREASURER: **LORRAINE CAWTHORNE**
21 Elm Flats
505 Southampton St E
Hastings **873 4114**

FUNDING OFFICER: **MARIE CAMPBELL**
1/503 Southland Rd
Hastings **876 9980**

COMMITTEE: **JANET WOODHALL**
Hinepare
79 Napier Terrace
Napier **876 8966**

HERETAUNGA WOMEN'S CENTRE INC.

STRUCTURE CHART

VOLUNTEER SUPPORT WORKERS
As per written job description.

Responsible directly to the co-ordinator.
Will work according to the Centre's Mission Statement and Code of Ethics.
Will be required to attend an initial Volunteer Training Programme and thereafter, will recognise the need for ongoing training.

FACILITATORS

Responsible to the Management Committee.
Will be suitably qualified, written verification of qualifications to be sited by Committee.
Will deliver quality programmes which must be approved by Committee prior to commencement.
Will work in accordance with the Centre's Mission Statement and Code of Ethics.

COUNSELLORS

Responsible to Management Committee.
Will work in accordance with the Centre's Mission Statement and Code of Ethics.
Will either be a) fully qualified according to current MNZAC standard or b) currently in training for NZ Dip. Counselling. Verification of this is to be sited by Committee.
Will regularly receive the required number of supervision hours per number of client hours undertaken through the Centre.

COMMITTEE (Employer)

All Unpaid Volunteer Personnel

1. Chairperson
2. Secretary
3. Treasurer
4. Funding Executive
5. Employment Supervisors(2)
6. A Support Worker's Representative
7. Grievance Council (3 members)
8. Any other duly elected persons.

CHAIRPERSON

Chairs all committee meetings observing the standing rules of debate.
Prepare an agenda for each meeting.

SUB COMMITTEES

May include ex-officios and can include:
1. Recruitment and training.
2. Finance and fundraising.
3. Publicity and advertising.

SUPERVISORS

Appointed by, and responsible to Committee for:- overseeing day-to-day operation of the organisation by the co-ordinator.

DUTIES

The administration of the organisation.

Attend monthly meetings.

Attend to the duties of their respective offices efficiently.

Serve on sub-committee(s) as appointed. (i.e:- every member needs to take an active roll).

To act as a responsible employer to all paid staff under their jurisdiction.

MEDIA CONTACT

ONLY the person(s) appointed by the committee are authorized to make any statements concerning the Centre to any media personnel. Such person(s) shall be defined as Publicity Officer(s).

VOLUNTEER SUPPORT

A suitably qualified person responsible to the Co-ordinator and the Committee:- to work in accordance to the Centre's Mission Statement and Code of Ethics.

CO-ORDINATOR

(paid employee of committee)

Responsible for the day-to-day running of the organisation to Committee via Supervisors, as per written job description.

Co-ordinating between agencies.

Co-ordinating of volunteer support workers.

Maintain a professional code of conduct to all with whom she comes into contact.

Adhere to a signed Employment Contract.

GRIEVANCE COUNCIL

Privacy officers under the terms of, and strictly adhering to, THE PRIVACY ACT 1993

Three members comprising selected qualified or approved committee members or private counsellors who shall hear and adjudge on any and all grievances of any HWC personnel (paid or unpaid).

To be activated by the Committee.



MISSION STATEMENT

We believe in supporting women, developing and sharing our skills and strengths.

To make available information and resources to enable all women to learn about and take responsibility for their own wellbeing.

To promote a firm belief in the work and dignity of every women, regardless of colour, age, race, disability, religion or sexual preference.

GOALS:

To honour the Treaty of Waitangi.

To provide a supportive learning environment.

To access and develop resources to support our purpose.

To communicate with women in our community.

To offer women a place for healing and growth.

CERTIFICATE OF INCORPORATION
of

HERETAUNGA WOMEN'S CENTRE INCORPORATED
(NA/661466)

This is to certify that HERETAUNGA WOMEN'S CENTRE
INCORPORATED was incorporated under the Incorporated Societies Act
1908 on the 25th day of October 1995



Neville Harris

Neville Harris
Registrar of Incorporated Societies
25 October 1995

HERETAUNGA WOMEN'S CENTRE INCORPORATED

March 1998

CODE OF ETHICS

(For all workers- paid and unpaid)

Receive all clients in a spirit of warmth, friendship and helpfulness.

Recognise the client's independence and right to choose at all times.

Maintain strict confidentiality in all matters relating to the client and to the Privacy Act.

Be impartial.

Be aware of your own values, prejudices or attitudes and the danger of imposing them on others.

Maintain good working relationships with other co-workers and all community agencies.

Accept the need for ongoing training.

Recognise limits of personal resources and the help the Centre can give.