



## **Te Taketake Diploma in Applied Addictions Counselling (Level 7)**

This programme is offered by Moana House Training Institute and is designed for people who are already working in the mental health and addictions sector. You will gain the specialised technical knowledge and skills to provide treatment to people seeking assistance with problems of gambling, alcohol and drug use. While you learn to apply specialised knowledge, Te Taketake is also about promoting your own personal growth. This qualification is recognised by DAPAANZ (Drug and Alcohol Practitioners' Association Aotearoa–New Zealand).

**Duration**  
**2 years part time**

**Level**  
**7**

**Credits**  
**120**

**Fees**  
**\$3,877.00\* (Year 1)**  
**\$3,766.00\* (Year 2)**

\*Subject to change each year

**Delivery**  
**Blended Learning**

**Location**  
**Dunedin, Rotorua**

### **About the Programme**

This Moana House Training Institute programme will give you the qualification you need to take up a professional role within the mental health and addictions sector.

It is recognized by DAPAANZ (Drug and Alcohol Practitioners' Association Aotearoa – New Zealand), the relevant professional body for addictions practitioners, and will give you the skills and knowledge to work independently to provide both assessments and treatment services. Upon successful completion of this Diploma, you can apply for professional registration with DAPAANZ\*

Papers include Foundation Counselling and Assessment Skills, Pharmacology, and Case management, Care and Prevention. There is also the addition of Te Hauhakenga, practical work and competencies.

Training will take place on 8 x three or four-day wānanga/workshops throughout the year in either Dunedin or Rotorua. Three-day wānanga are held from Friday to Sunday. Four-day wānanga are held from Thursday to Sunday. Some of the teaching will be done together but most of it will take place in separate streams according to the year of study you are in.

\* Your success in joining DAPAANZ is dependent upon meeting their criteria

### **What you study**

Te Taketake is a Level 7 Addictions Counselling Diploma that produces graduates who are ready to work in the field. It actively combines theory with practice, and as a Level 7 qualification, it is the same level as the final year of a bachelor's degree.

You will gain the specialised technical knowledge and skills to provide treatment to people seeking assistance with problems of gambling, alcohol and drug use.

While you learn to apply specialised knowledge, Te Taketake is also about promoting your own personal growth; just as you will work with whaiora to encourage their personal growth, so too Te Taketake expects that you will be a more self-aware and reflective practitioner by the end of the diploma.

**401 High Street PO Box 619 Dunedin New Zealand**

tel: 03 477-0842

fax: 03 474-5088

info@moanahouse.org.nz

www.moanahouse.org.nz

Please note we do not offer direct entry to the second year of the programme.

## Courses

### Year One – Te Aka | The Vine

- Aka 1 – Foundation Counselling & Assessment Skills
- Aka 2 – Pharmacology
- Aka 3 – Change & Motivation

### Year Two – Te Rea | The Shoot

- Rea 1 – Culture & Whanau
- Rea 2 – Diagnostic Systems
- Rea 3 – Case Management, Care & Prevention

### Year One & Two – Te Hauhakenga | The Harvest

- Applying Theory to Practice 1
- Applying Theory to Practice 2

## Clinical Placement

Te Taketake teaches you the theory of addictions counselling at the same time as expecting you to apply your theoretical knowledge into your practice. If you don't already work in the addictions field or you do not directly do a range of addiction/CEP work, you will need to find yourself a student placement as you are required to complete 400 hours of clinical practice over the two years of the diploma (200hrs each year). As a result, we believe that we produce graduates who are ready to start work in the addictions field on completion of their training.

Note: Your clinical hours must be recorded in your Log Book and this can only start once the course starts. We will provide you with the log book.

Clinical placement work with tangata whaiora (clients) and the clinical supervision that supports this is your responsibility to arrange. You must provide evidence of your clinical placement from the agency where you are completing your placement. This must be on letterhead and signed by the appropriate manager. Supply this with your application.

Tauira must negotiate their own whaiora work as part of the programme criteria.

You will be asked as part of the enrolment process whether you have arranged a whaiora (client) caseload. From wānanga 2 in year one, you will be asked to complete assessments that involve your work with tangata whaiora.

## Workload

### Your Workload

10 hours per week in self directed study (outside of wānanga) is the minimum needed to complete this well, 400 hours of clinical placement over 2 years and 8 three or four day wānanga/workshops through the year (see dates below).

### Wānanga Dates for 2024

Rotorua	Dunedin
March 7 – 10 (4 days)	March 21 – 24 (4 days)
April 12 – 14	April 26 – 28

May 9 – 12 (4 days)	May 23 – 26 (4 days)
June 7 – 9	June 21 – 23
No wānanga in July	No wānanga in July
August 8 – 11 (4 days)	August 22 – 25 (4 days)
September 6 – 8	September 20 – 22
October 11 – 13	October 25 – 27
November 8 – 10	November 22 – 24

## Wānanga Details

Most wānanga last for three days, but the March, May and August wānanga run for four days. Wānanga commence at 9am each day, except the first wānanga which starts at 8.30am for a pōwhiri. Classes on Thursday, Friday and Saturday conclude at around 8.30pm but no later than 3pm on Sunday. It is important to arrive on time so please arrange your transport accordingly.

There will be 13 sessions lasting 90 minutes for each wānanga. Days begin and end with karakia/quiet time. All teaching is done biculturally and tangata whenua are always acknowledged as part of the process.

Attendance at every wānanga is expected. Should you miss a wānanga due to sickness or family emergency, please bear in mind that you must attend a minimum of 80% of wānanga time. This means that if you miss more than three days over the year of study, you will not be eligible to continue to year two or graduate (if you are in year two). If you are unable to meet this requirement, you will need to attend wānanga in the following year to complete the programme expectations.

There is often mahi kainga (homework) during wānanga for the next day.

All work in the wānanga is confidential and students are expected to maintain and honour professional boundaries.

## Food and accommodation

If you do not live locally, you will need to arrange your own accommodation.

We will provide lunch, dinner and morning and afternoon tea, but we ask that you look after your own breakfast and supper.

Please respect the venue and help with the cleaning and dishes, etc. We can meet vegetarian requirements but are unfortunately unable to meet any other dietary needs (e.g. gluten free, dairy free, sugar free).

You will be asked to make a small contribution towards the food we provide. This will be invoiced prior to each wānanga.

## Entry

### Entry requirements

#### Academic requirements

- It is expected that tauira have NZQA Level 4 or above.

## Placement requirements

- Te Taketake is designed for adult tauira who are already working in the mental health and addictions sector. Other people are considered to the extent that they have the opportunity to work with tangata whaiora who are affected by addiction.
- You must have access to this type of work. 400 supervised practice hours are needed during this programme.
- Tauira must arrange their own placement to complete their clinical hours.

## Other requirements

- Basic computer skills
- Access to a computer and to the internet
- At least two years in recovery from any substance or process addictions or offending
- Complete a Police Check
- Ability to pay course fees or to obtain a scholarship that will cover them prior to wānanga 1 is essential.

## Covid-19 vaccination information

You don't need to supply evidence of your Covid-19 vaccination status to apply for this programme. However, most placement providers will require evidence from you that you are fully vaccinated before allowing you to complete a placement at their organisation. Placements are an integral part of this programme and you'll need to complete these to be able to successfully achieve your qualification.

## Waitlisting

There is high demand for Te Taketake, so we operate a waitlist for places in the programme. This means we can offer places to the next person on the list if someone withdraws from the programme at the start of the year.

We give priority on the waitlist based on:

1. Support from your employer to study this programme and supervise you
2. Your track record of achievement - academic or a proven ability to complete tasks
3. Your contribution to your community
4. Academic ability and literacy
5. Your ability to access work with whaiora for your clinical hours

## Domestic fees

FIRST YEAR

Standard

**\$3,877**

SECOND YEAR

Standard

**\$3,766**

## Additional Costs

### Laptops

It is expected that you will have access to computers and that assignments are typed. Year two students are expected to bring laptops to class.

Year one students are asked to present some work in class using presentation software (e.g. PowerPoint or Keynote). Please bring a laptop if you have one. These projects are completed in small groups so you will not be disadvantaged if you do not have a laptop at the beginning of year one.

## Textbooks

Purchasing textbooks is essential for the successful completion of the programme. A full list will be provided. It is not possible to meet programme expectations by only using the internet.

## Scholarships

There are scholarships available from [Te Rau Ora](#), Le Va , other community organisations in your area and iwi. The organisation you work for may also be prepared to pay all or part of your fees. Some students may also be eligible for assistance from WINZ. MHTI does not provide scholarships.

## Multi-year fees

The tuition fees shown above are approximate only. There may be a slight fee increase per year once Tertiary Education Commission (TEC) rules and guidelines are applied.

## Studylink

Domestic full-time students can apply for a student loan through Studylink.

Some support may be available for domestic part-time students.

Apply at the same time as you apply for your course (you can withdraw your application anytime).

[Studylink](#)

## Fees Free for domestic learners

If this is your first time doing tertiary study, or your first tertiary study was covered by the Targeted Training and Apprenticeship (TTAF) initiative, you may be able to get up to \$12,000 of your fees covered for one year's study or two years' training.

All the details and criteria are on the [Fees Free website](#) and you can check whether you're going to be able to access Fees Free by entering your National Student Number.

If you can access it, we'll organise your fees with the Tertiary Education Commission when you're enrolled to study with us. This funding doesn't include additional costs or living costs.

## Applications

### Application window

Applications for our 2024 intake are now closed.

Applications for our 2025 intake will reopen in mid-2024.

### Completing your application

To complete your application, you will need to provide Moana House with:

1. Your Curriculum Vitae
2. Evidence of a Professional Association Membership
3. Details of your Supervision Arrangements
4. A substance declaration and mental health status attestation
5. Contact details for two referees.
6. If you are shortlisted, Moana House will contact you regarding Police Vetting. A Ministry of Justice report is no longer accepted.
7. Written statements (approx. 300-500 words each) about:
  - your life experiences and motivations for wanting to study this programme
  - your relevant professional experiences
  - how the Te Tiriti o Waitangi might underpin your work in the social sector.

You will need to be available for a phone/zoom or in person interview depending on your location as part of the application process.

## Frequently Asked Questions

### **Are there any additional costs?**

Yes, there is a small fee for meals (please see the Wānanga section for more information on this), textbooks and any travel required to get to and from the Wānanga sites in Dunedin or Rotorua.

If you do not live locally, you will also need to arrange accommodation for yourself as we do not offer accommodation options.

**You must buy your textbooks directly from University Bookshop. The cost is around \$1100 but this is subject to change depending on changes to the booklist. Books are for both years with additional books required for Year 2 study (2024 onwards).**

### **What can I expect at each Wānanga?**

Wānanga are either 3- or 4-days duration. The first wānanga will start at 8:30am due to a powhiri. Thereafter, all wānanga will start 9:00am, unless otherwise negotiated. Classes on Thursday, Friday and Saturday conclude at around 8:30pm and on Sunday no later than 3.00pm. It is expected that you be on time so please arrange your travel accordingly.

Session during wānanga will be 90 minutes long and days begin and end with karakia/quiet time. All teaching is done bi-culturally and tangata whenua are always acknowledged as part of the process.

Attendance at every wānanga is expected. Should you miss a wānanga due to sickness or family emergency please bear in mind that you must attend a minimum of 80% of wānanga time. This means that if you miss more than 3 days over the year of study, you will not be eligible to continue to year 2 or graduate (if you are in year 2). If you are unable to meet this requirement, you will need to attend wānanga in the following year to complete the course expectations.

Having a laptop at the beginning of year 1 is helpful as a drop box file is used for resources which will not function on a mobile device.

There is often mahi kainga (homework) during wānanga for the next day.

All work in the wānanga is confidential and students are expected to maintain and honour professional boundaries.

### **What about meals during Wānanga?**

MHTI will provide lunch, dinner, and morning and afternoon tea; however, tauira are asked to look after their own breakfast and supper. Tauira are also asked to respect the marae/venue and to help with the cleaning, dishes, etc. You will need to advise us if you have any dietary requirements that we need to take into consideration.

In the Dunedin cohort, breakfast is also supplied as there are no other options for those staying close by.

We ask Tauira to make a small contribution towards the food we provide. This will be invoiced prior to each wānanga.

### **What if there is a covid risk?**

MHTI abides by all government recommendations and laws around covid. This is because we wish to be as safe as possible as all tauira are also in an essential health-related role or placement where covid vaccine rules will apply.

Depending on the covid risk we do not have people staying over on marae (South cohort only), and we may need to change the wānanga dates. The Te Taketake programme does not lend itself well to zoom teaching so the options for using zoom are limited.



All tauira and kaiako must do daily RATS testing if they have any symptoms or have been close contacts. Masks, gloves, hand sanitiser, RATS Tests and wipes are provided on site.

### Where can I do Te Taketake?

We deliver the training at two sites (Dunedin and Rotorua) on different weekends. If you live in the North Island, you can only apply for the Rotorua cohort, similarly if you live in the South Island, you can only apply for the Dunedin cohort unless there is a very good reason why this isn't possible eg, conflict of interest.

### What qualifications do I need before I apply for Te Taketake?

We expect tauira to have completed a Level 4 Certificate in Health and Wellbeing before applying for Te Taketake. This is the minimum qualification considered.

### What does it mean that Te Taketake is an "applied" diploma?

Te Taketake teaches you the theory of addictions counselling at the same time as expecting you to apply your theoretical knowledge into your practice. **If you don't already work in the addictions field or do not have a range of addiction/CEP work in your current area, you will need to find yourself a student placement as you are required to complete 400 hours of clinical practice over the 2 years of the diploma.** As a result, we believe that we produce graduates who are ready to start work in the addictions field on completion of their training.

This means that most tauira find themselves having to learn a lot of new and complex information in a short period of time. **If you do work in the field you will need to discuss with your workplace and get a signed letter, on letterhead, to state you can do your clinical hours within your workplace. If on placement you will also need a signed letter on letterhead to confirm your placement. This must be provided with your application or your application will not be considered.**

### I'm in recovery and I have a criminal history. Will this exclude me?

Often people are motivated to work in the addictions field as a result of their own experience of recovery from gambling, alcohol, or drug use. We ask that you have been in recovery for a minimum of 2 years before applying. The same goes for being free of offending against others and no convictions in the last 2 years. Please note that those candidates who are shortlisted will be asked to complete the Police vetting process. As at January 2024, consumption and or sale of cannabis remains illegal. Free of offending applies to being convicted or unconvicted.

### Do I need to be in therapy myself?

We strongly advise students to be in therapy as tauira often find it helpful to do so as Te Taketake is as much about your personal growth as it is about learning the skills of being an addictions counsellor.

In this field of work, you will find yourself working with people who experience problems with substance use and gambling in addition to issues of violence, childhood adversity, offending against others, and people with a range of ethnicities, gender, sexual and lifestyle choices. Can you put aside your own experiences and values in order to work with people who are different from yourself?

Consider if you've been able to move forward with your own life difficulties (whether related to substance abuse or not). Can you separate 'your stuff' from 'their stuff' so that you can focus on the needs of the whaiora or their whānau? If this is difficult for you then you might need to take some more time before applying for Te Taketake.

### My life is busy already so how much time will I need to make for study?

As well as attending 8 wānanga each year, **you will need to spend a minimum of 10 hours a week on self-directed study and completing assessments as well as completing 400 clinical hours over the 2 years of the Diploma.**

The wānanga run from Thursday or Friday morning till lunch time on Sunday.

If you are new to the field of addictions treatment or your experience is limited to your own recovery, you will find yourself having to learn a lot of complex new information in a short period of time so you may need to allocate more than our suggested minimum of 10 hours per week.

As adult learners, there are of course also the demands of family, whānau and work to juggle alongside your study. Before you decide to enrol for Te Taketake, we suggest you talk to family, whānau and friends about what you are thinking of taking on as you will definitely need the support of others if you are to add study to your life.

### **I'm not sure if Te Taketake is the right qualification for me. How can I find out more about what it is like?**

Talk to someone who has done Te Taketake and find out how they experienced it. Would they recommend it? What worked for them, what didn't?

If you don't know anyone who is currently doing Te Taketake or has recently completed it, please email us with any queries and we will do our best to assist you or put you in touch with someone who can help you.

### **Will I need textbooks for Te Taketake?**

Purchasing textbooks is essential for the successful completion of the course. A list will be provided at the start of the year. It is not possible to meet course expectations by only using the internet. Books can be purchased from university bookshop, their details are:

**Phone:** +64 3 477 6976

**Email:** [enquiries@unibooks.co.nz](mailto:enquiries@unibooks.co.nz)

### **Will I need a laptop or desktop computer?**

It is expected that students will have access to computers and that assignments are typed. Year 2 students are expected to bring laptops to class.

Year 1 students are asked to present some work in class using presentation software (for example PowerPoint or Keynote). Please bring a laptop if you have one and it is advisable that you plan to purchase one. These projects are completed in small groups so you will not be disadvantaged if you do not have a laptop at the beginning of Year 1.

### **It has been a while since I did any study. What can I do to prepare myself?**

As you are likely to find yourself having to learn a lot of new information and develop complex skills, we suggest that you do what you can to ensure your computer skills are adequate ahead of starting. Do you know how to create, save, and write documents? Can you search for information online? Can you use email and PowerPoint software?

The same goes for your writing skills. While your writing and analysis skills will develop over the course of Te Taketake, if you know that this is not one of your strengths consider doing a course or getting some tutoring to develop your writing skills.

Get a dictionary as you are going to come across a lot of new words! You might consider getting yourself a notebook to record the new words and their meanings as come across them so that you create your own dictionary over time. It's a good learning tool too.

Learn how you learn best. While the kaiako of Te Taketake will use a range of teaching tools it is helpful if you have an appreciation of how you learn. Try this questionnaire to see if you have a preference for visual, aural, read/write or kinaesthetic (hands on) learning strategies. You can complete the questionnaire online for free: [www.vark-learn.com](http://www.vark-learn.com).

Studying while working can make life challenging so you will need to be as organised as possible. Is childcare sorted? How will you keep track of what work is due and when? When will you make time for personal study? Do you have a suitable space to study away from day-to-day distractions?

Start work early on finding yourself a placement where you can do your clinical hours. If you already work in the addictions field then this may be straightforward but if not, it will likely take some time to negotiate.



Some addiction services will not employ people (or host students) who have an addiction or offending history so if you do, you will need to explicitly check this with your potential placement. You will need your placement to have started prior the second wānanga (April). This is because your assignment from wānanga 2 involves 3–4 sessions with a “real whaiora.”

### **Provisional Registration with DAPAANZ (Drug and Alcohol Practitioners Association of New Zealand)**

Te Taketake is two years study plus 400 hours clinical practice while you are studying. Graduating with the Te Taketake Diploma allows you to apply for Provisional Registration with DAPAANZ once successfully completed. You need to meet DAPAANZ Criteria for this and can apply 6 months after completion if you have done required number of clinical hours post completion. This is why it qualifies you to apply for Provisional Registration.