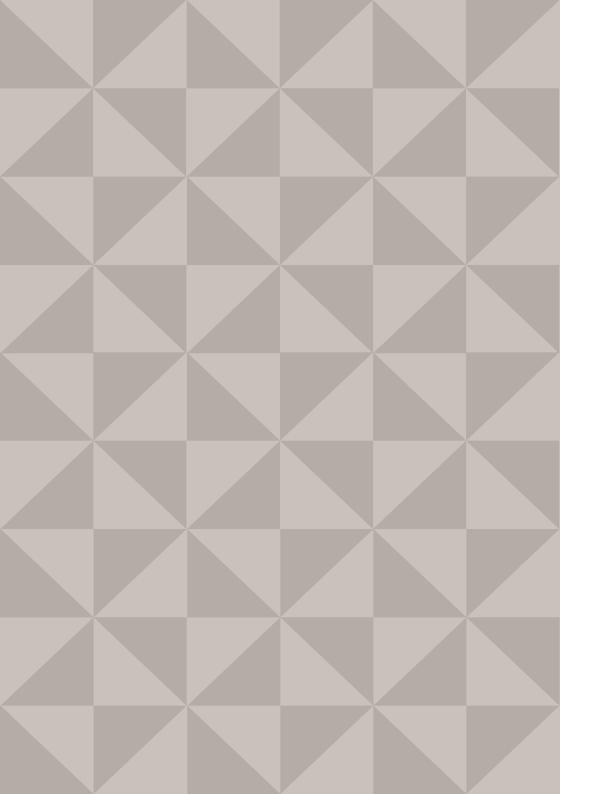
He Papakupu Reo Arataki i Te Roopu Taurima

Te Roopu Taurima Te Reo Glossary





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Mihimihi

He mihi tēnei ki a koutou kātoa e pirangi ana ki te whai mātauranga mai i ēnei tuhituhinga. Kia mutu tā koutou pānui ko te tumanako kia whānui ake ō koutou māramatanga e pā ana ki ngā kupu me ngā kīanga ka whakamahia (i ia rā) i roto i Te Roopu Taurima.

Greetings to you all that have a desire to learn from these writings. We hope that after reading through this resource booklet you have a better understanding of the Māori words and phrases used on a daily basis in Te Roopu Taurima.

This resource booklet is part of a series of Te Roopu Taurima Tikanga and Te Reo Māori Resources, it can be accessed on the Te Roopu Taurima's website, www.terooputaurima.org.nz

and via our intranet.

Feel free to share this resource with your friends and whānau.

If you have any questions or feedback about this resource please let us know by emailing us on info@terooputaurima.org.nz, and inserting your subject line as 'Te Roopu Taurima Glossary Booklet Feedback'.

Whakatauki / Proverh

Rangitiratanga mō tātou kātoa I runga I ngā tikanga o tēnā, o tēnā, o tēnā

Self-determination for everyone, regardless of race, colour, creed, iwi, hapu or whānau.

Ngā Mātāpono / Values

KUPU MĀORI	ENGLISH WORD
Whakapono	Trust
Aroha	Kindness
Tūmanako	Action, Hope
Panekiretanga	Excellence

Te Tohu / Logo



Te tohu depicts the richness from the beginning of time to the hopes and aspirations that abound for tangata today and tomorrow.

The three corners represent the three kete (baskets) of knowledge embodying learning, experience and skills.

The four parts represent the elements within which we live and are essential for sustaining all life - fire, earth, water and air.

Green represents Papatūānuku, the land and her resources.

The koru symbolises the cycles of life and death, regrowth and regeneration.

Māori Alphabet

Did you know?

- 1. The Maori alphabet is only made up of 15 letters.
- 2. The vowels of the Maori alphabet are A, E, I, O, U.
- 3. There is no 's' in the Maori alphabet; therefore, te reo words never end with an 's'.

Māori Alphabet				
Aa	Ee	Нh	li	Kk
M m	Nn	Ng	0 0	Рр
Rr	Tt	Uu	Ww	Wh

There is no 's' in the Māori language, so please avoid using terms such as whares, tāngatas. Plurals in Māori do not use an English 's'.

Dipthongs

A diphthong is two vowel sounds together e.g. ai, au, ao and ua. Diphthongs are two vowel sounds in length i.e. ea is just as long as ai and au because they all contain two vowels.

Dialects

Te Reo Māori has various dialects amongst iwi nationally. For example, Ngāi Tahu pronounce Ng as 'K', Ngāti Kahu pronounce whakapapa as hakapapa. Tainui say Whakarongo, Taranaki say Wakarongo, Ngāpuhi say Hakarongo, Tuhoe say Whakarono and Waipounamu say Whakaroko.

Transliterations

These are English words that have been translated into Māori sounding words, for example:

Tepu — *Table* Morena – Morning Kooti — Coat

There are many of these words and they are OK to use.

Tohutō - Macrons

The macron matters. The use of the tohuto is essential for the pronunciation, meaning. and status of te reo Māori.

A macron above the vowel accentuates a long sound. Short sounding vowels have none. This can alter the meaning of the word for example:

Pāpā — father Papa — *floor* keke — cake Kēkē — armpit

Macrons are also used to designate plural, for example matua/mātua (parent/s), tangata/tāngata (person/s), tupuna/tūpuna (ancestor/s) and wahine/wāhine (woman/ women). Using macrons is also recognition of the mana of te reo Māori its intricacies and its importance to Aotearoa.

He Kupu Māori ka Whakamahia i Roto i Te Roopu Taurima / Common Te Roopu Taurima Māori words

The table below lists and translates common words used within Te Roopu Taurima.

KUPU MĀORI	ENGLISH WORD
Aē	Yes
Arohamai	Sorry; Excuse me; Forgive me; Bare with me
Atua	God
Aua / Ahaua	Don't know
Auē!	Oh!
E noho rā	Goodbye (said to someone staying)
Haere rā	Goodbye (said to someone leaving)
Haka	Chant done with a dance for the purpose of challenge (or acknowledge in some cases)
Hākari	Feast
Hāngi	Oven comprising a hole in the ground in which food is cooked by heated stones
Нари	Sub Tribe
Hau Kāinga	Home people; Hosts

KUPU MĀORI	ENGLISH WORD
Hongi	Greeting by pressing noses together
Hui	Meeting; Conference; Gathering
Hura Kōhatu	Unveiling
Huritau	Birthday
Inoi	Prayer
lwi	Tribe; People from the same tribe / area; Bones
Kāhore / Kāore / Kāo	No
Kai	Food; Eat
Kai karanga	Women who performs the karanga (calls the Manuhiri onto a Marae or Area of Powhiri or Kaupapa that is happening)
Kai kōrero	The speaker
Kai waiata	Singer
Kāinga	Home
Kapa haka	Action song

KUPU MĀORI	ENGLISH WORD
Karakia	Prayer; Incarnations
Karanga	The ceremony of calling guests to welcome them onto the marae or area
Kaumatua	Elder Male
Kaumātua	Respected older people - male; dad; uncle, grandfather
Каирара	Agenda; Programme; Purpose; Plan
Koha	Gift or donation
Kōrero	Talk; Speak; Conversation
Koro	Grand Father
Koronga	Mission
Kuia	Elder Female
Mahi	Work - All types of work, activities
Mana	Reputation; Influence; Authority; Power
Mana whenua	Māori of the local area
Manuhiri	Visitors
Marae	The area for formal discourse in front of a meeting house; whole marae complex
Matua	Respected Male Elder
Mātua	Parents (plural)

KUPU MĀORI	ENGLISH WORD
Mihi	To speak publicly
Mihi Whakatau	Welcoming speech
Mihimihi	Speeches; Acknowledgements; Talking amongst ourselves
Nehua ; Tangihanga	To bury; Funeral
Ngā Ratonga Tikanga Māori	Service standards
Noho tahi / Hanga pūtea	Get together/ Fundraising
Pēpeha	Genealogy; Description of yourself and family; Tribal connections to where you and your family decent from
Poroporoaki	Farewell (Tangihanga)
Pōwhiri / Pōhiri	Official Maori welcome
Rangatira / Ariki	Person of high standing
Rangatiratanga	Self determination
Ratonga	Service
Roopu Kāhui	Korowai Aroha / Pou Tikanga Group
Tangata	Person Te Roopu Taurima supports; also refers to Person

KUPU MĀORI	ENGLISH WORD
Tangata Whaiora	Person we support who has a mental health condition - literally means ('person chasing wellness)
Tangata Whenua	People of the land; People of the area you are visiting
Tangi	To cry; To mourn
Tangihanga	Mourning period after someone has passed away
Taonga	Treasured possession or cultural item
Tapu	Sacred; Not to be touched; To be avoided; Taboo
Tari Matua	National Office
Tauira Poutama	Employee Performance Development Appraisal
Tauiwi	Non-Māori people in New Zealand
Tautoko	Support; Assist; Facilitate
Te Oranga Pumau	Client lifestyle/care plans; A plan of life skills that support and develop self- determination for tangata (clients) and family under Te Roopu Taurima
Te reo Māori	Māori language

KUPU MĀORI	ENGLISH WORD
Te Roopu Taurima	The Caring Group
Te Tari	The office
Te Tiriti o Waitangi	In Te Roopu Taurima we only refer to the Māori version of Te Tiriti o Waitangi, we do not use the English term
Tikanga	Protocols
Tipuna	Ancestors
Titiro Whakamua	Vision
Tohu	The name given to Te Roopu Taurima's logo; also refers to other symbolic achievements i.e. degree, certificate, diploma
Tuakiri o Te Tangata	Identity of the Person
Tupuna	Ancestors
Tūrangawaewae	Place of standing (on own Marae)
Wānanga	Learning / Discussion
Wahine, hoa wahine, hoa rangatira	Woman, wife
Waiata	Song
Wairua	Spiritual being
Waka	Traditional Maori Canoe
Wāriu / Uara	Values
Whaea	Respected Female Elder

KUPU MĀORI	ENGLISH WORD
Whaikōrero	The art and practice of speech making
Whakapapa	Genealogy; Family connections
Whakatauākī	Is a proverb where the person who said it first is known
Whakataukī	Is a proverb where the person who said it first is NOT known
Whakawhanaunga- tanga	Introductions / Meeting and greeting
Whānau / Whanaunga / hononga	Family, Families, Relations, Connections
Whanaungatanga	Family connections; Relationship
Whāngai	Fostered or adopted child, to feed
Whare	House
Whare Tapa Whā	A Māori service model incorporating a holistic view of a person – mind, body, spirit and family
Whenua	Land, homeland, country

He Pepa Whai Tikanga me **Ūpoko Pūrongo / Common Document and Report Headings**

The table below provides a summary and translation of common report and/or document headings:

KUPU MĀORI	ENGLISH WORD
Āhuatanga Noho Hāpori	Community Lifestyle
Arataki Tirohanga Whānui	Induction Overview
He pātai?	Question?
He Tirohanga Matua anō	Additional Key Points
Hononga/Tohutoro	Links/references
Kaupapa / te take	Purpose
Kirimana	Contract
Kupu Whakataki	Introduction
Ma te ngakau tāpatahi ka tutuki - ma ngā tangata, ma ngā tauwhirotanga. Ka puawai te apopo nui.	(Te Roopu Taurima's vision) Success through unity – great people, great support, a great tomorrow
Māhere Pākihi	Business Plan
Māhere Rautaki	Strategic Plan
Ngā Haepapa	Responsibilities
Ngā Karere	Correspondence
Ngā Mātāpono	Guiding Values

KUPU MĀORI	ENGLISH WORD
Ngā Mātāpono Whanui	General Principles
Ngā Karere atu	Outward Correspondence
Ngā Karere mai	Inward Correspondence
Ngā Karere o te Poari	Board Correspondence
Ngā Kupu Āpiti / Ngā Āpitihanga	Appendix; Appendices
Ngā mahi hei mahi	Action Lists
Ngā Mahi Ratonga	Service Operations
Ngā Miniti o te hui kua pāhuri atu	Previous Board Meeting Minutes
Ngā Mōhiohio / Whakamōhiotanga	Note; For your information (FYI)
Kia mōhio mai koe.	
Ngā pepa	Papers (as in papers attached in email)
Ngā Puka Tauira	Form Templates
Ngā Rāranga Kōrero	Contents
Ngā Rauemi Tangata	Human Resources
Ngā Tautuhinga	Definitions

KUPU MĀORI	ENGLISH WORD
Ngā Tohu Kounga	Quality Indicators
Ngā Tohutoro me	References and
ngā Rauemi	Resources
Ngā Whainga	Objectives
Ngā Whakamāhuki / Kaupapa	Agenda
Ngā Whakapānga Atu	Contacts
Papakupu	Glossary
Pitopito kōrero	Notes
Pūrongo Turehere	Policy Statement
Pūtake / whainga	Aim
Rehita o ngā Whakaaro Rongorua	Conflict of Interest Register
Tauāki	Mission
Te Hunga i Tae mai	Attendees
Te Ripoata o Te Poari mō te marama o Pēpuere 2016	Attached is the Board of Trustees Report February 2016 (amend month, year and name of report as required)
Te Ture	Legislation
Tirohanga	Scope
Tirohanga ki mua	Vision
Tirohanga Whānui	Overview
Tohutohu Whakawhanake Māori	Maori Development Advice
Whakahou Mahi Whakahaere	Administration Update
Whakahou Ratonga Pūtea me te Ratonga Rangatōpū	Finance and Corporate Services Update
Whakarāpopoto o te Kaiwhakahaere	Executive Summary

Pepeha Templates

General pepeha concept:

KUPU MĀORI	ENGLISH WORD
Tīhei Mauri Ora!	Let there be life!
Ko (name of your mountain) te maunga	My mountain is (name of your mountain)
Ko (name of your waka) te waka	My canoe is (name of your canoe)
Ko (name of your sea) te moana	My sea is (name of your sea)
Ko (name of your river) te awa	My river is (name of your river)
Ko (name of your tribe) te iwi	My tribe is (name of your tribe)
Ko (name of your sub-tribe) te hapu	My sub-tribe is (name of your sub-tribe)
Ko (your name) te ingoa	My name is (your name)
Ko te (name of your position) te tūranga mahi	My position is the (your position)

These are alternative pepeha options to use:

KUPU MĀORI	ENGLISH WORD
Ko (name of mountain) te maunga e rū nei taku ngākau	(Name of mountain) is the mountain that speaks to my heart
Ko (name of river or sea) te awa e mahea nei aku mā harahara	(Name of river or sea) is the river that alleviates my worries
Nō (where you are from) ahau	I am from
E mihi ana ki ngā tohu o nehe,o (the place you live) e noho nei au	I recognize the ancestral and spiritual landmarks ofwhere I live
Nō reira, tēnā koutou kātoa	Thus my acknowledgement to you all

Your regional Pou Tikanga or Korowai Aroha can help you to draft your mihimihi or pepeha whether you are Māori or non-Māori.

Ngā Rūma i Te Roopu Taurima / Te Roopu Taurima Rooms

The table below overviews the meeting rooms within Te Roopu Taurima Offices and the meaning behind the room name:

RŪMA	ROOM	
Taitokerau (Northla	nd)	
Kōtuku	Pōwhiri Room/ Meeting Room/ Training Room	
Tāmaki Makaurau (Auckland)		
Kahikatea	Reception Area	
Rēhia	Sensory Room	
Tōtara	Corporate Services Room	
Māhuri	Training Room	
Nau Mai	Pōwhiri Room	
Piki Ora	Kitchen	
Pūriri	Display Area (Old Reception area)	
Kāuri	Orange Room / Boardroom	

RŪMA	ROOM	
Kirikiriroa (Midlands)		
Pūmanawa	Reception	
Purapura Whetū	Pōwhiri Room / Meeting Room 1	
Rourou Manaaki ō Rongo	Kitchen / Meeting Room 2	
Ōtautahi (South Island)		
Aoraki	Pōwhiri / Training Room	

Ngā Whare o Te Roopu Taurima / Te Roopu Taurima Houses

The tables below list all Te Roopu Taurima Whare and the English meaning of each Whare.

Rohe O Te Tai Tokerau Northland Region	
KO NGĀ INGOA O NGĀ WHARE	ENGLISH MEANING
Awatea	Day time / a new day
Hoteo	Named after local awa – likened to waiora to refresh the body spiritually
Kaihau	Kumara pits on top of a hill.
Kohekohe	Medicinal tree (grew around the Kaikohe area)
Manaaki i te hunga rawa iti	Nurturing those people in need
Ngāwari	Smooth/Soften/Easy
Te Awhi Tū	Upstanding support
Te Marino	Calmness and peace
Whakatā	Rest time / relax

Rohe O Tāmaki Makaurau Auckland Region	
KO NGĀ INGOA O NGĀ WHARE	ENGLISH MEANING
Atawhai	Nurture/Nurturing
He Korowai	A Cloak
Kahurangi	Precious jewel
Kōkako	Native bird / Parrot
Mārire	Gentle
Motuhake	Forever
Puawaitanga	Blossoming of a new beginning
Taurima	Keeper/caretaker
Te Ao Mārama	Bright world/future
Te Ririkore	Peaceful and calmness

Counties Manukau Region		
KO NGĀ INGOA O NGĀ WHARE	ENGLISH MEANING	
Arohanui	Love/affection	
He Tokanga Hua Whenua	The land of gardens	
l Runga l (te tika me te pono)	Upon!	
Manaakitia	To embrace/ support	
Matariki	Little eyes of God	
Pou Tū Te Rangi	Symbol that is upright / Harvest star	
Poukaha	Strong upright post	
Poutama	Stairway to different levels	
Rangimārie	Peace	
Te Huringa o te whānau ki te Awhina	The turning point for the whanau to support	
Te Kaahu	Sacred bird that flies at dawn	
Te Rau Aroha	100 loves (refers to Maori Battalion)	
Te Whetūmarama	A guiding light	
Tū Kaha	Upstanding / Stand strong	
Tūmanako	Норе	
Tū Tangata	People standing / Stand tall	
Whakatau Mai	Land here / Welcome	
Whirinaki	Place of coming together	

Rohe O Counties Manukau

Rohe O Kirikiriroa Midlands Region	
KO NGĀ INGOA O NGĀ WHARE	ENGLISH MEANING
Kāinga Awhina	The place of care giving
Manawanui	Home of stoutness of the heart
Paihere	A place to come together
Te Miro	Native berry tree
Te Piringa	To come together
Te Puna o te Aroha	Spring of water / Pond
Te Rangimārie	Being at peace
Aatarangi	The house of shadow/ You need the sun to shine to see the shadow
Anahera	House of Angels
Tiaki Mai	Look after / Nurture

Rohe O Ōtautahi South Island Region	
KO NGĀ INGOA O NGĀ WHARE	ENGLISH MEANING
Awhina	Help
Mahana	Warmth
Mauriroa	The long breath (sign)
Rākau Ora	Healthy orchard
Te Aranga Ake	Uplifting

Ngā Tāone me ngā Rohe / Cities and Regions

The table below provides translations for cities and/or regions within New Zealand:

NGĀ TĀONE ME ROHE	CITIES AND REGIONS
Ahuriri	Napier
Akaroa	Banks Peninsula
Aoraki	Mt Cook
Aotearoa	New Zealand (Long white cloud)
Heretaunga	Hastings
Kawatiri	Westport
Kirikiriroa	Hamilton
Kororareka	Russell
Mawhera	Greymouth
Murihiku	Bluff
Ngā Topito o te Ao	Compass Points
Ngāmotu	New Plymouth
Otautahi	Christchurch
Otepoti	Dunedin
Rakiura	Stewart Island
Taitoko	Levin
Tāmaki Makaurau	Auckland
Tāmaki nui ā Rua	Dannevirke
Taupo nui ā Tia	Taupo
Te Ahi kai koura a Tama ki te rangi	Kaikoura

NGĀ TĀONE ME ROHE	CITIES AND REGIONS
Te Hawera	Hawera
Te Hokianga a Kupe	Hokianga
Te Ika a Maui	North Island
Te Oha a Maru	Oamaru
Te Onetahua	Farewell Spit
Te Papa-i- oea	Palmerston North
Te Reinga	Cape Reinga
Te Tai Hauauru	Western Area
Te Tai Rāwhiti	Eastern Area
Te Tai Tokerau	Northern Area
Te Tai Tonga	Southern Area
Te Tihi o Maru	Timaru
Te Waipounamu	South Island
Te Whanga nui ā Tara	Wellington
Turanga nui ā Kiwa	Gisborne
Waiharakeke	Blenheim
Waihopai	Invercargill
Whakatu	Nelson
Whanganui	Whanganui
Whangarei Terenga Paraoa	Whangarei
Wharekauri	Chatham Islands

Tūranga Mahi o Te Roopu Taurima / Te Roopu Taurima Position Titles

The table below translates position titles:

TŪRANGA MAHI	POSITION TITLE
Apiha Rawa Matua	Senior Assets Officer
Apiha Utu Kaute	Payroll Accounts Officer
Heamana o te Poari	Board Chairperson
Heamana Tuarua	Board Deputy Chairperson
Kaiarahi	House Leader of a whare
Kaiawhina	Support worker in a whare
Kaiawhina Rangapū ki te Kaiwhakahaere Pūtea Matua	Executive Assistant to the CFO
Kaiawhina Rangapū ki te Kaiwhakahaere Ratonga Matua-ā- rohe	Executive Assistant to the National Service Manager
Kaiawhina Whaiaro/ Kaiwhakarite tira ki te Kaiwhakahaere-ā- rohe ki Manukau	Personal Assistant/ Team Administrator to the Service Manager Counties Manukau

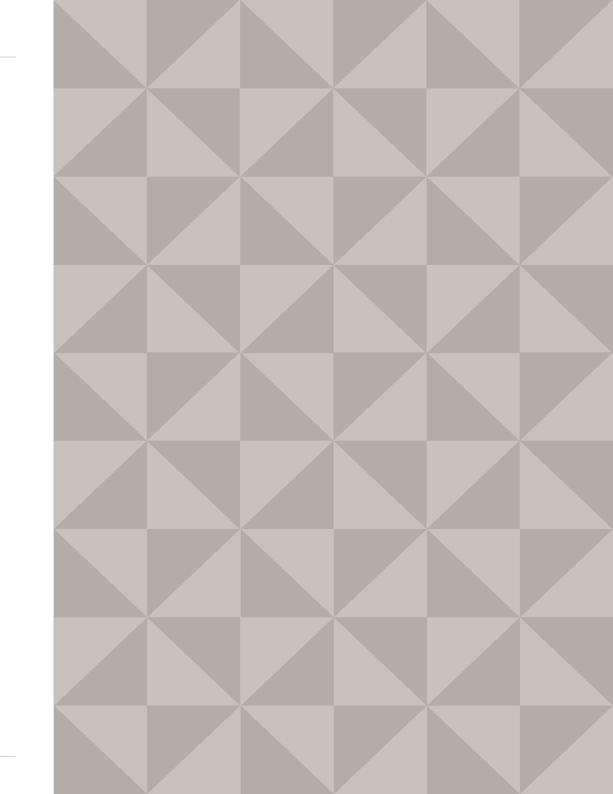
TŪRANGA MAHI	POSITION TITLE
Kaiawhina Whaiaro/ Kaiwhakarite tira ki te Kaiwhakahaere-ā- rohe ki te Raki	Personal Assistant/ Team Administrator to the Service Manager Northern
Kaiawhina Whaiaro/ Kaiwhakarite tira ki te Kaiwhakahaere-ā- rohe ki te Tonga	Personal Assistant/ Team Administrator to the Service Manager Southern
Kaikaute Tahua	Finance Accountant
Kaikaute Whiwhinga Tāke	Revenue Accountant
Kaimahi	Worker / Employee / Staff
Kaimahi mō te wā	Temporary staff
Kairuruku Awhi Kounga	Quality Support Coordinator
Kairuruku Kirimana Whakatau	Contracts and Placement Coordinator

TŪRANGA MAHI	POSITION TITLE
Kairuruku Noho Hapori	Community Lifestyle Coordinator
Kairuruku Rauemi Tangata	Human Resource Coordinator
Kairuruku Tautono	Application Coordinator
Kairuruku Whai Mahi	Vocational Coordinator
Kairuruku Whakapai Ratonga	Service Improvement Coordinator
Kaitaataki	Service Coordinator
Kaitohutohu Āhua Noho	Lifestyle Coach
Kaitohutohu Kaitautoko Whanonga Takatika	Positive Behaviour Support Coach
Kaiwhakahaere Ahurea mō ngā Tāngata me ngā mahi	People, Performance and Culture Manager
Kaiwhakahaere Hangarau Pārongo me ngā Whakawhitiwhiti Kōrero	Information and Communication Technology Manager
Kaiwhakahaere Kaupapa Motuhake / Kaituhi o te Poari	Special Projects Manager / Board Secretary
Kaiwhakahaere Manaaki / Kaitaataki	Care Manager/ Service Coordinator

TÜDANICA MANII	DOCUTION TITLE
TŪRANGA MAHI	POSITION TITLE
Kaiwhakahaere Noho Mataara	On Call Manager
Kaiwhakahaere Pūtea Matua	Chief Financial Officer (CFO)
Kaiwhakahaere Ratonga Hāpori	Community Service Manager
Kaiwhakahaere Ratonga Matua-ā- Motu	National Service Manager
Kaiwhakarite Tira Matua	Senior Team Administrator
Kaiwhakahaere Whakapai Ratonga Manukau	Service Improvement Manager
Kaiwhakahaere Ratonga-ā-rohe ki Manukau	Service Manager Counties Manukau.
Kaiwhakahaere Ratonga-ā-rohe ki te Raki	Service Manager Northern
Kaiwhakahaere Ratonga-ā-rohe ki te Tonga	Service Manager Southern
Kaiwhakarite Kounga Awhi Raraunga	Quality Support Data Administrator
Kaiwhakarite Rawa	Assets Administrator
Kaiwhakarite Tira	Team Administrator
Kaiwhakarite Utu	Payroll Administrator
Kaiwhakarite Rauemi Tangata	Human Resource Administrator

TŪRANGA MAHI	POSITION TITLE
Kaiwhakatau Manuhiri	Receptionist
Kaiwhakatau Manuhiri/ Kaiwhakarite	Receptionist / Administrator
Korowai Aroha Whaea / Kaumatua	Te Roopu Taurima (elders) respected women / men
Manawhakahaere	Chief Executive Officer (CEO)
Otita ā Roto	Internal Auditor
Pou Ārahi Kaitautoko Whanonga Takatika	Positive Behaviour Support Advisor
Pou Ārahi Kounga me Te Haumanu	Quality and Clinical Advisor
Pou Ārahi Rauemi Tangata	Human Resource Advisor
Pou Ārahi Rauemi Tangata Matua/ Hoa Pakihi	Senior Human Resource Advisor/ Business Partner
Pou Ārahi Rauemi Tangata me āna Āheitanga	Human Resource Advisor People and Capability
Pou Ārahi Whakarite Akoranga	Learning and Resolution Advisor
Pou Tikanga	Maori Cultural Advisor
Poutaataki	Clinical Mental Health Leader
Tarahiti	Board Trustee

The title below is placed after a position title to indicate if a person is in an Acting role:	
Kaitono	Contractor
Turanga Kaiwhakakapi	Acting Position



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