

# Pou Tātaki

## Pūtake Tūranga - Scope

This role offers an exciting opportunity to lead New Zealand's largest harbour restoration initiative and further grow its award-winning environmental activities across two regions and 6,000 square kilometres.

The Pou Tātaki provides strategic leadership for Kaipara Moana Remediation (KMR) and supports governors, programme partners and participants to make a meaningful contribution to protect and restore the Kaipara, the largest natural harbour in the Southern Hemisphere.

Reporting to the KMR Chair, this diverse role works with a high-performing leadership team to guide the strategic and operational direction for KMR and ensure tailored and timely support to more than 1,000 landowners, community groups and iwi/hapū groups.

Nested within the Northland Regional Council, the role offers opportunities to grow in your leadership career through access to wider on-the-job learning, training and personal development programmes.

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## Ngā Whaingā - Key responsibilities

The Pou Tātaki provides the overall leadership and accountability for KMR's strategic direction and performance, and ensures that the programme is effectively governed.

The role works closely with the KMR Chair to support the KMR board (Joint Committee) to achieve the KMR vision, mission, investment objectives and outcomes, as set out in the Kaipara Moana Remediation Memorandum of Understanding, Deed of Funding and Annual Work Plan. The role also leads strategic engagement across a diverse set of programme partners, funders and senior stakeholders to ensure the programme's external visibility and voice.

Working with a small but high-performing leadership team, the Pou Tātaki and drives high-quality and timely programme delivery and ensures the efficient and cost effective day-to-day management of the Kaipara Maurikura, the operational unit that delivers KMR.

### Hautūtanga me te tikanga - Leadership and culture

- Provide overall leadership to the Kaipara Maurikura to support the achievement of KMR's vision, objectives and outcomes as set out in the Memorandum of Understanding and Deed of Funding, and delivery of the Annual Work Plan.
- Ensure an environment that encourages a positive, productive and collaborative culture within the Kaipara Maurikura and the Joint Committee.
- Develop and empower others, set clear and consistent work standards, and provide regular review and feedback on performance.
- Ensure a bi-cultural lens is applied to recruitment and other organisational processes and ensure Kaipara Maurikura operates in a manner that gives expression to tikanga Māori, in particular the protocols and kawa of the Kaipara Uri member parties.
- Set an example to staff of understanding the bi-cultural context within which KMR works, and acting with personal energy, efficiency, effectiveness, high ethics and engagement.

### Kāhui pūtahi - Governance advice and support

- Provide professional and robust advice to the Joint Committee on all aspects of KMR's work and delivery.
- Ensure that high quality secretarial, advisory and procedural services are provided to the Joint Committee, including effective and efficient officer support to the Chair and Deputy Chair.
- Provide regular reporting to the Joint Committee on the Programme's budget and expenditure.

- Ensure the actions of the Kaipara Maurikura and the Joint Committee comply with relevant provisions of the Local Government Act, Local Government Official Information and Meetings Act, Local Authorities Members' Interests Act, Privacy Act and Public Records Act.
- Where appropriate, support the Chair and Joint Committee through the transition phase to the Kaipara Moana Body, the Post-Settlement Governance Entity that is proposed under the Waitangi Tribunal Claim Wai303.

#### **Te tuku hōtaka - Programme delivery**

- Set high goals for personal and Kaipara Maurikura accomplishment and tenaciously work with the Leadership Team to meet or exceed KMR's Key Performance Indicators.
- Use appropriate measurement methods to monitor progress towards goals and report regularly against these to the Crown and the Joint Committee.
- Ensure staff members adhere to all KMR policies, procedures and requirements, and relevant Northland Regional Council policies, procedures and requirements.
- Enable continuous improvement by encouraging the team to seek opportunities for streamlined and/or innovative approaches, and facilitate an agile and adaptive management team culture.

#### **Taumaunga me te pārongo – Strategic engagement and communication**

- Lead strategic engagement across a diverse set of programme partners, funders and senior stakeholders to ensure KMR's external visibility and influence.
- Build strong and trusted relationships with senior partners, including the Crown, local government stakeholders within the catchment, Kaipara Uri, iwi/hapū, marae, local communities, landowners, primary sector interests, delivery partners, community groups, environmental groups and other KMR stakeholders.
- Oversee KMR's external publications and media, ensuring messaging is consistent, accurate and follows agreed protocols.
- Act as the lead spokesperson for KMR, consulting with the Chair and Deputy Chair of the Joint Committee as appropriate.
- Ensure KMR's online and social media presence is relevant, up-to-date and reflects the diverse sectors and communities within the Kaipara Moana catchment.
- Maintain a strong working relationship with local government leaders in the catchment, and provide regular progress reports on the work programme and relevant matters relating to Kaipara Maurikura staff.

#### **Urupare ahumahi - Other corporate responsibilities**

- Observe and enforce all health and safety legislation, guidelines, standards and codes of practice.
- Ensure staff participation in health and safety processes and that staff are trained in safe work practices.
- Ensure that robust risk identification, management and reporting systems are in place.
- Report on programme risks, along with proposed mitigations, in line with Deed of Funding requirements.
- Maintain effective working relationships with relevant NRC managers to ensure timely and fit-for-purpose delivery of corporate services to KMR.

## **Tō Pukenga - About you**

You will be a recognised senior leader, with demonstrated experience in leading complex organisations and programmes to successfully achieve strategic outcomes.

With demonstrated commercial acumen, you will be able to draw on expertise in the successful evolution of business models calibrated to changes in the external operating environment. You will bring a strong track record in financial management and ideally will be experienced in the development and implementation of cost-recovery approaches.

You will hold a broad range of senior-level relationships in the land-based sector, with wide networks across the primary industries, regulatory bodies, environmental agencies, Māori enterprises and not-for-profit entities. You will be a trusted partner who delivers on promises to customers, partners and founders. You will bring deep experience in initiating and concluding commercial and philanthropic partnerships that deliver mutual benefit.

You are passionate about the work KMR does, and think you would fit well with our culture, values and busy team.

#### **Tohu mātauranga, pūkenga me ngā whēako - Qualification, skills and experience:**

- Previous experience in a similar role is desirable, ideally one focused on environmental outcomes.
- 10-15 years' experience in leadership, strategy-setting and operational delivery across a diverse range of roles and responsibilities.
- Experience in successfully managing a large budget across a complex programme of activities.

- Experience in providing vision and organisational leadership to staff and contractors and conveying that vision to others.
- A tertiary qualification in a relevant discipline is desirable. This could include Business, Environmental Management, Agricultural Science or another relevant area.
- At least 5 years senior experience in stakeholder engagement and relationship management including building relationships with iwi/hapū groups, primary sector interests and relevant local and central government agencies.
- Experience in negotiating funding from third parties (e.g., corporates, philanthropic organisations, private sector interests) would be an advantage.
- Significant experience in and demonstrated understanding of working in te ao Māori with iwi/hapū and familiarity with marae protocol.
- An understanding and experience of working in a local government framework would be an advantage.
- Experience leading matrix teams and influencing across more than one organisation would be an advantage.
- Experience in understanding and managing potentially conflicting stakeholder views.
- Experience in hiring, motivating, setting goals and performance managing staff.

**Āhuatanga Whaiaro - Personal attributes**

- Comfortable working in a deeply collaborative partnership model.
- Ability to plan, set and achieve goals and key responsibilities which are in accordance with the direction set by the Joint Committee (board).
- Ability to meet objectives and performance measures while using a proactive leadership style that encourages innovation, participation and effort from others.
- Ability to work effectively within a political environment and to positively and appropriately manage engagements with senior politicians, Kaipara Uri and other iwi/hapū leaders, and sector leaders.
- Ability to communicate effectively with a diverse range of people, negotiate and network through highly developed written, oral and presentation skills.
- Ability to listen to the various groups involved in the remediation of the Kaipara Moana and be open to innovative solutions to achieve that outcome.
- Highly developed decision-making skills and collaborative ability in decision-making.
- Cultural empathy and awareness and comfortable working in the complexities of te ao Māori.
- Proven ability to personally deliver high quality outcomes with a professional, courteous, and can-do attitude.
- Have a passion for environmental restoration and in particular for the Kaipara Moana.
- Ability to handle confidential or controversial information with discretion and professionalism.
- Well-developed managerial and leadership skills including the implementation of cultural change and change management opportunities.
- Have a high level of personal resilience and emotional intelligence.

**Term / Position type:** 5-year fixed term (1 FTE)  
**Reports to:** The KMR Chair and NRC Chief Executive Officer (until such time as a Kaipara Moana Body is established)  
**Location:** Whangārei, Dargaville or Auckland  
**Date:** October 2025

<b>Declaration</b>	
<i>I have read and understood the contents of this Job Description.</i>	
<b>Name:</b>	<i>(Please print full name)</i>
<b>Signature:</b>	<b>Date:</b>