

Resource Management Officer

Horopaki | Context

Kaunihera Taiao ki Waitaha | Canterbury Regional Council, also known as Environment Canterbury, is the Regional Council for the largest region in Aotearoa/New Zealand, covering an area of 44,500 square kilometres, with a population of approximately 700,000.

As a regional council, we are responsible for managing natural resources including air, soil, water and land. We work in partnership with mana whenua Ngāi Tahu to protect the health of our environment to ensure a sustainable and prosperous future for our region.

The region's evolving environmental and political context means we will continue to be agile and adaptive, as we respond to regulatory and environmental changes.

Our mahi (work) is organised around the delivery of our three core services:

- Environmental Regulation and Protection
- Community Preparedness and Response to Hazards
- Public Transport

We are guided by our strategic drivers (pou):

- Putting the community and our customers at the heart of everything we do
- Growing our relationship with mana whenua into a true partnership
- Maturing our governance model and understanding of our political environment
- Removing pain for our people (and customers) by improving our systems and processes.

Our mahi is also underpinned by our values:

- Kaitiakitanga (stewardship)
- Pononga (integrity)
- Manaakitanga (people first)
- Whanaungatanga (collaboration)
- Māiatanga (can do).

Aronga | Purpose

The purpose of this role is to contribute to the delivery of an integrated work programme by working with consent holders to ensure compliance through education, monitoring consent conditions and enforcement of the provisions of the Resource Management Act 1991, Plan Rules, Soil Conservation and Rivers Control Act 1941, and any other relevant legislation or Policy.

As an RMO it is required that you work across the organisation this includes thinking about organisation-wide interests and impacts when interacting with customers or when planning activities and expenditure,

collaborating inside the organisation to achieve the desired culture, making sound business decisions, and taking ownership of leading our people when directed.

Ngā Haepapa | Accountabilities

- Undertake prioritised monitoring and auditing of compliance with resource consents and relevant regional plan rules to ensure that community understanding, and awareness of the requirements is increased, Environment Canterbury's legal obligations are met, and all non-compliance is followed through to resolution.
- Undertake compliance monitoring and the necessary enforcement action as and when required ensuring timely on-site inspections/audits and sampling and analysis of activities to assess compliance.
- Respond to any reported incidents and follow through to resolution. Where necessary investigate significant non-compliance with resource consents or regional plan rules before initiating the use of RMA enforcement provisions.
- Build strong partnerships in the zone with representatives from industry, local government, non-government organisations and community groups to leverage capability and resources for delivery of the organisation's priorities.
- In conjunction with the Senior technical staff and Leaders, support the development and delivery of the integrated work programme for the zone.
- Provide advice and support to resource users and community members about air, water, and land as well as relevant regional plan rules to build understanding and promote the adoption of improved practices.
- Work collaboratively with the team and the community to:
 - support action in their area to improve environmental outcomes
 - initiate and advise on appropriate enforcement action in accordance with legal requirements and Environment Canterbury procedures
 - deliver priorities in an effective and timely manner
 - deliver high quality incident response and compliance projects
- Adopt Environment Canterbury user pay policy and meet the relevant performance objectives.
- Engage and work with consent holders, rūnanga, community groups, stakeholders, contractors to progress the planning of projects and collaboratively contribute to implementation and achievement of desired outcomes.

- Support the community to understand and implement best practices to provide for the protection of Kāi Tahu values (in particular wāhi tapu, wāhi taonga and mahinga kai) in partnership with Environment Canterbury and rūnanga

Toitū Te Tiriti | Treaty Partner Excellence

- Deliver outcomes that underpin and give effect to achieving Ngāi Tahu cultural and environmental aspirations, including but not limited to, mahinga kai and revitalisation programmes.
- Connect with our Ngāi Tahu partner to ensure understanding of Ngāi Tahu aspirations and priorities so that there is genuine input and contribution, which can be considered in mahi programme development and prioritisation.
- Demonstrate openness and courageousness in approaching issues and in co-design of processes and systems, supporting thought leadership that can give effect to the progression of the partnership.
- Contribute toward our effective, strong and valued relationship with all Papatipu Rūnanga within Waitaha/Canterbury and Te Rūnanga o Ngāi Tahu, to demonstrate our commitment to recognise and provide for the kaitiaki/responsibility Ngāi Tahu has for the natural environment. This will include sharing of knowledge and information, creating opportunities for increased participation in decision-making processes, effective engagement and development of existing working relationships.
- Support the organisation's cultural capability journey, leading by example and identifying clear priorities, expectations, and development opportunities for individual capability; planning and aligning work to support organisational cultural capability across all aspects of delivery.

Hauora me te Marutau | Health and Safety

The health, safety and wellbeing of our kaimahi and community is a priority for the Council, and we proactively implement robust health and safety practices. To meet our legal obligations you must:

- Understand the health and safety and risk obligations that rest with this position, and care for your own health, safety and wellbeing and that of others you may interact with.
- Ensure awareness of, and compliance with, legislative and operational standards, policies and guidelines, including the Council's code of conduct.
- Maintain an enquiring mind, undertake your own due diligence, and apply your knowledge of best practice to ensure a detailed understanding of any risks associated with this position.
- Ensure that relevant certifications are maintained, if applicable.

Hononga ā-Mahi | Working Relationships

Kai rō Kaunihera | Within the organisation

- Accountable to the Team Leader Compliance to deliver organisation Resource Management practices that directly align to support and enable organisational and strategic outcomes.
- Regular interface and collaboration with team members, relevant specialist staff across Consents and Resource Management functions to deliver the work programme.
- Frequent contact with Enforcement Officers and Incident Response staff, Council scientific and technical staff and Customer Services staff to support environmental outcomes.
- Occasional contact with other Project Leaders, Communication staff, Section Managers, Directors and Councillors to deliver the work programme.

Kai waho i te Kaunihera | Outside the organisation

- Contribute toward our effective, strong and valued relationship with all Papatipu Rūnanga within Waitaha /Canterbury and Te Rūnanga o Ngāi Tahu.
- Demonstrate Council's commitment to recognise and provide for the kaitiaki responsibility Ngāi Tahu has for the natural environment. This will include sharing of knowledge and information, creating opportunities for increased participation in decision making processes, effective engagement and development of existing working relationships.
- Liaison with resource consent holders, their consultants, and representatives to deliver environmental outcomes as required.
- Liaison with various government, local authority, industry, and consulting agencies to deliver environmental outcomes as required.
- Liaison with persons affected by activities of consent holders, environmental agencies and interested groups to find solutions as required.
- Liaison with technical experts and professional peers to gain better understanding and receive technical advice and guidance as required.
- Presentations to stakeholders to raise awareness as required.

Ngā Herenga Motuhake | Special Conditions

As a regional council, we have a specific requirement to provide a civil defence function for Waitaha. Kaimahi are required to be available to assist, support or be associated, as reasonably required, with any Civil Defence emergency or any exercise organised in relation to this function.

Additionally, all kaimahi are expected to assist, support and respond, as reasonably required, to any event where the Business Continuity Plan is activated.

- The Resource Management Officer may be required to work outside normal hours of work at times to meet ECan business and community engagement needs.
- The Resource Management Officer will be required to, where appropriate, participate in the 24-hour Incident Response roster.
- Frequent work in the field, under a range of weather conditions will be required.
- The job can be physically demanding requiring good health and a high level of physical fitness.

Māngai Whakahaere | Delegations and Authorities

Where specified, this role has delegated authority to make decisions in accordance with Council-approved delegations, and authority for decision making in accordance with policies and guidelines for financial, people management and media-related activities.

Additional specific delegations may be given by the Chief Executive to the Chief People Officer on people and safety matters from time to time.

Ngā Āheitanga | Capabilities

Tohu Mātauranga | Qualifications

- A university degree in the field of science or a relevant tertiary qualification; or the equivalent, evidenced, relevant work experience in this field.
- A science related post-graduate qualification is desirable.
- Must hold a full Class 1 driver's licence.

Mātau ā-wheako | Experience

- One to three years' experience in a relevant resource management related science, engineering, or environmental management fields, would be desirable.
- Proven experience in developing strong collaborative relationships and engaging a diverse range of people.
- Proficient in the Microsoft Suite of Applications and an aptitude towards specialised systems and programmes.

Ngā Pūkenga Matatau | Core Competencies

Specific behaviours at the Team Member level sit beneath each of the following organisational competencies.

Customer Focus	Ensuring that the customer perspective is a driving force behind decisions and activities. Initiating and maintaining relationships inside and outside the organisation.
Business Acumen	Using an understanding of the organisation's position to contribute to effective strategies and tactics by using economic, financial and industry information. Thinking from the ratepayers' perspective.
Achieving Outcomes	Translating strategic priorities into operational reality; aligning communication, accountabilities, resources, internal processes and ongoing measurement systems to ensure that strategic priorities yield measurable and sustainable results.
Leading Change	Identifying and driving organisational and cultural changes needed to adapt strategically to changing demands, technology, and internal initiatives; using new approaches to improve results by transforming organisational culture, systems, or services.
Common Purpose	Working towards a compelling view of the future by engaging with the organisation's vision; understanding and aligning to the common purpose.
Building Capability	Attracting, developing, engaging, and retaining talented individuals allowing the organisation to meet current and future organisational challenges. Sharing authority, responsibilities and decision making to enable individuals to stretch their capabilities and accomplish strategic priorities.

The above statements are intended to describe the general nature and level of work being performed; they are not an exhaustive list of all responsibilities, duties and skills required of the position and incumbent. From time to time the incumbent will be required to accept and carry out other duties.

Band / Grade
[...]

Position Code
[...]

Last Updated
[...]

I agree to undertake the responsibilities detailed in this job description:

Ingoa | Name:

Waitohu | Signature:

Rā | Date Signed: