

Science Delivery Partner

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 lead system and process excellence to ensure effective science delivery.

As a people leader, this role will provide engaging and dynamic leadership, integrating operational and functional alignment to drive high performance and deliver quality services to our communities, in line with our values, strategies, ways of working and Long-Term/Annual Plan commitments.

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 and managing our people.

Ngā Haepapa | Accountabilities

- Work in collaboration with the Director of Science, Chief Scientist and GM Environmental Monitoring and Data to translate organisational strategy into direction and priorities for the Science Group.
- Use sound judgement, influence and relationships to anticipate and resolve complex, politically sensitive issues, delivering solutions to enhance science delivery that align with organisational priorities.
- Use strategic insight and political nous to assess system-wide patterns, risks and opportunities and identify opportunities to proactively lead and influence change.
 - Encourage innovative thinking and problem-solving across the Science Group by analysing challenges, generating creative solutions, and building capacity and capability to support new ways of working.
- Design, lead and implement improvement initiatives that enable the Science Group to deliver on organisational priorities, driving continuous improvement, high performance and strategic alignment amidst transformational change.
- Lead science business planning and tracking, together with risk and issue identification, mitigation and management.
 - Ensure Science work programmes and outputs are effectively planned, measured, integrated, and aligned with strategic and organisational priorities.
- Partner with Science General Managers and the Science Leadership Team to deliver on cross-organisational improvement opportunities and facilitate change management initiatives.
- Develop and maintain strong and trusted relationships, and engage with partners, government, research providers and/or industry regarding integrated work programmes and national initiatives.
- Lead, coach, mentor, and develop direct reports, while supporting them to create a high performing and engaged workforce through:
 - Creating a clear vision, direction, and priorities, harnessing the energy, commitment, and creativity of direct reports to deliver business outcomes.
 - Developing and maintaining strategies, annual plans and work programmes to deliver a fit-for-purpose function.
 - Encouraging kaimahi (team members) to develop their te ao Māori confidence.
 - Taking appropriate and proactive actions to reward and recognise performance and address poor performance or behavioural matters.
 - Maintaining an overview of workload to ensure resources are sufficient to deliver on agreed programmes of work.
 - Ensuring the ongoing development and growth of kaimahi capability by leading and developing direct reports through regular performance reviews, coaching and feedback;

creating a high performing, engaged and aligned culture, seeking advice from your manager or People and Capability where required.

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. People leaders' responsibilities include:

- Understand the health and safety and risk obligations that rest with this position and act at all times to ensure accountabilities are met.
- Maintain a safety-focused culture where health, safety and wellbeing are at the heart of decision making for kaimahi and the communities within which we operate.
- Maintain an enquiring mind, undertake due diligence and apply knowledge of best practice to ensure a detailed understanding of any risks kaimahi may face in their mahi and ensure these are appropriately removed or mitigated.
- Ensure awareness of and compliance with legislative and operational standards, and that relevant certifications are maintained.
- Ensure methods are in place to recognise and celebrate best practice and safety innovation.

- Provide opportunities for team involvement, education, and genuine participation in safety matters.
- Ensure methods are in place for all kaimahi, contractors and suppliers to be appropriately inducted and certified to carry out tasks safely.
- Ensure any organisational audit and assurance programme is undertaken as required and results are acted upon and regularly reviewed.
- Ensure processes are in place to communicate, consider and respond to information about health and safety.
- Take a planned approach to identify, analyse and manage risks within the section.
- Ensure regular monitoring and reviews are undertaken of risk controls and their effectiveness in relation to legislation, regulations and guidelines, organisational policies, procedures and our code of conduct.

Hononga ā-Mahi | Working Relationships

Kai rō Kaunihera | Within the organisation

- Accountable to the Director of Science.
- Partner with General Managers to ensure delivery of organisational priorities and science programme objectives.
- Lead, coach and mentor the two Science Support Coordinators who report directly to this role.
- Collaborate with the Science Leadership Team to enhance coordination and delivery of agreed work programmes.
- Collaborate with the Tumu Herenga team to champion partnership, influence behaviour change and support initiatives to value, respect and include Mātauranga Māori where appropriate.
- Collaborate with Leaders and kaimahi across the organisation to design and implement pragmatic and timely solutions.

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.

- Engage with leaders within the regional sector, government, industry, mana whenua and communities as necessary.

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.

This role may be required to work outside of the normal working hours from time to time to meet business needs, and occasional overnight stays may be required while undertaking site visits across the region.

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 Bachelor's degree in a business or a resource management-related discipline is required.
- A project management and/or organisational resilience qualification is desirable.
- A current full class 1 drivers' licence is desirable.

Mātau ā-wheako | Experience

- 8-10 years' experience in an operational excellence, change management, programme management and/or continuous improvement role (or equivalent) including the leadership and management of projects is required, and experience in local government is desirable.
- Strong relationship management skills, with the ability to influence and engage a diverse range of people at all levels.

- Strong problem-solving and decision-making skills with a proven ability to embed change initiatives and influence behaviour change.
- Strong political acumen and judgement, with proven ability to anticipate and contribute to the resolution of sensitive or complex issues.
- Evidenced passion for excellence, collaboration, flexibility, and critical thinking.
- The ability to lead, teach and coach others, particularly regarding process improvement, at all levels.
- Self-motivated with excellent organisational skills.
- An ability to work effectively at both strategic and tactical levels.
- Demonstrated ability to build a culture of trust and high performance.

Ngā Pūkenga Matatau | Core Competencies

Specific behaviours at the Senior Leader 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: