

Senior Strategy Advisor



Horopaki | Context

Environment Canterbury is the Regional Council for the largest region in New Zealand Aotearoa. We are committed to working 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 future environmental and political context affecting Canterbury means that Environment Canterbury's response to work delivery will need to be adaptive into the future, with regulatory changes, and environmental changes driven by climate change.

Our work/mahi focuses on the delivery of three core services to the Canterbury/Waitaha community: (Environmental Regulation and Protection; Community Preparedness and Response to Hazards; and Public Transport) and we are guided by our strategic pou of:

- 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 of Kaitiakitanga/Stewardship, Pononga/Integrity, Manaakitanga/People First, Whanaungatanga/Collaboration, and Māiatanga/Can Do.

Aronga | Purpose

To provide strategic advice in response to emerging risks, issues and opportunities in order to support the development, management and delivery of portfolios and work programmes which contribute to the achievement of Council's strategic outcomes.

Ngā Haepapa | Accountabilities

1. Lead the development of high quality strategic and policy advice for Council, including both qualitative and quantitative analysis.
2. Actively collaborate with our partners, stakeholders, government agencies and iwi to promote organisational and portfolio strategic objectives and seek collective, innovative solutions.
3. Systematically monitor, evaluate and report progress towards strategic outcomes.
4. Support the Senior Strategy Manager to keep the Chief Executive and Executive Leadership Team informed of key issues, risks and opportunities related to the organisation's progress towards portfolio and organisational outcomes
5. Be seen as the 'go to' person by governance and executive leadership team and external parties for assigned portfolios, to ensure correct and timely advice, information and guidance is provided.
6. Project manage higher risk, strategic initiatives within portfolios as required using agreed organisational processes and tools.

7. Develop and maintain strong, collaborative working relationships with staff across the organisation and with partner staff.

Toitū Te Tiriti | Treaty Partner Excellence

- Deliver outcomes that underpin and give effect to the achievement of 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 so these can be considered in mahi programme development and prioritisation.
- Demonstrate an openness and courageousness in approach to issues and 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 the Waitaha Canterbury rohe and Te Rūnanga o Ngāi Tahu. To demonstrate our 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.
- Support the organisation's cultural capability journey, leading by example and identifying clear priorities, expectations, and development opportunities for individual capability and for the conscious planning and alignment of work to support organisational cultural capability across all aspects of delivery.

Hauora me te Marutau | Health and Safety

Environment Canterbury is proactive in advocating robust Health and Safety practices; we take health, safety, and wellbeing very seriously.

- 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 (our people) and the communities within which we operate.
- Maintain an enquiring mind, undertake own due diligence and knowledge on best practice to ensure a detailed understanding of any risks kaimahi (our people) may face in their mahi (work) and 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

- Support the Senior Strategy Manager to keep the Council and its Executive informed of progress towards strategic outcomes and associated issues, risks and opportunities.
- Support the Team Leader to ensure that the team's priorities are addressed efficiently and consistently across portfolios.
- Collaborate with staff across the organisation at multiple levels to deliver work programmes in an integrated, efficient and coherent way.
- Participate fully in the Strategy and Planning group, providing support and guidance to other team members as required.

Kai waho i te Kaunihera | Outside the organisation

- Contribute toward our effective, strong and valued relationship with all Papatipu Rūnanga within the Canterbury rohe and Te Rūnanga o Ngāi Tahu. Demonstrate our 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.
- Liaise with key people in partner organisations throughout the region and in central government to ensure industry alignment and leadership of shared opportunities and the success of the work programmes.
- Engage contractors and providers to deliver specialist elements supporting the organisations priorities and strategic outcomes.

Ngā Herenga Motuhake | Special Conditions

- From time to time, as required, this role will require work outside of normal work hours and at other meetings and events with partners, other agencies and the community.
 - As required, the role involves travel within the region and beyond to attend meetings and relevant conferences or activities.
 - Flexibility and adaptability to capably deal with organisational issues and matters that may arise in other portfolios or organisational areas.
 - As a regional council, Environment Canterbury has special requirement to provide a civil defence function for Waitaha (Canterbury). Any kaimahi employed by Environment Canterbury will be required to be available to assist, support or be associated, as reasonably required, with an emergency under Civil Defence or any exercise that might be organised in relation to this council function.
- Additionally, all kaimahi would be expected to assist, support and respond to, as reasonably required, any event where the Business Continuity Plan is activated.

Māngai Whakahaere | Delegations and Authorities

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.

Ngā Āheitanga | Capabilities

Tohu Mātauranga | Qualifications

- A relevant university qualification with a post-graduate qualification or other relevant technical training is essential.
- A clean NZ drivers' licence is highly desirable.

Mātau ā-wheako | Experience

- At least five years relevant experience in the public or private sector is required.
- Demonstrated high standard of written communication and presentation skills is required.
- Demonstrated strong quantitative and qualitative analytical skills and problem-solving abilities are essential.
- Experience in strategy development, and the design and implementation of strategic monitoring and evaluation systems is highly desirable.
- Demonstrated ability to successfully manage programmes and/or projects is required.

Ngā Pūkenga Matatau | Core Competencies

Specific behaviours at the Technical Leader level beneath each of the following organisational competencies. To identify the competency expectations at this level, view the competency framework in the P&C Kete.

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

