

Maungaharuru Tangitū Trust



Position Description

Our Vision

“Puāwaitanga o te Puawānanga, a future where the Hapū are living their dreams.”

POSITION TITLE	Kaiwhakawhanake Taiao – Taiao Manager
DATE	March 2022
LOCATION	Ahuriri. The position will require travel and attendance at hui outside normal working hours.
TERM	Permanent Full-time
REPORTS TO	Kaiwhakahaere Taiao (General Manager Taiao)
IMPACT DIMENSIONS:	<p>The key purpose of this position is to lead, manage and promote environmental programmes on behalf of the Hapū of Maungaharuru Tangitū Trust (the Trust). This role leads the delivery of the strategic focus area ‘He Kāinga Taurikura – a Treasured Environment’, which sees Hapū expressing their Kaitiakitanga and strengthening their understanding, connectedness, and involvement with our environment.</p> <p>This role supports the Taiao team to develop, implement and manage environmental policy, planning processes, cultural monitoring, protection and restoration projects, consent applications relevant to our takiwā and includes the implementation of aspects of the Maungaharuru Tangitū Hapū Deed of Settlement.</p>
MAUNGAHARURU TANGITŪ TRUST	<p>The Trust represents a collective of hapū of the northern Hawke’s Bay region including Ngāi Tauira, Ngāi Tahu, Ngāti Whakaari, Ngāi Te Ruruku, Ngāti Kurumōkihi and Ngāti Marangatūhetaua (Hapū). The Trust’s purpose is to receive, hold, manage and administer the assets of the Trust for any object or purpose that is beneficial to the members of the Hapū.</p> <p>The Trust’s core purpose is “Kia Tipu te Mauri Ora, we exist to facilitate the holistic growth of our people, culture, economy and environment”.</p>



Values Driven – Outcomes Focused

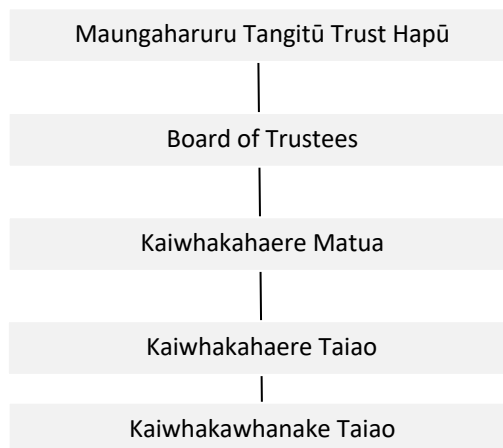
TRUST'S VALUES DELIVERY	OUTCOMES
Exemplify and promote the following values:	
Pūmau te wairua: (Spiritually strong) means we understand, appreciate, and apply our spiritual beliefs.	Trust values and behaviours are role modelled and incorporated into daily work practices.
Whai Hua: (Progressive) means a commitment to continuous improvement. This is reflected through a series of values including: innovation, ambition, and discipline.	Trust values are demonstrated and consistently practiced within the organisation and through all external relationships.
Tuakiri Motuhake: (Strong Identity) acknowledges the importance of our cultural identity as a source of pride, uniqueness, and connection with each other. This value promotes the practice, learning and application of our culture. Strong identity brings a sense of belonging and confidence.	Trust values are demonstrated and consistently practiced within the organisation and through all external relationships.
Oranga Ngākau: (Wellbeing) represents a focus on the holistic nature and wellbeing of our people, Hapū and organisation. This value promotes a balanced approach to development and acknowledges the interconnectedness of our world.	A culture of values driven behaviour and alignment with Trust goals is promoted and affirmed amongst all kaimahi and whānau through your practice, leadership, and support of the Kaiwhakahaere Matua.
Whanaungatanga: (Family) represents a set of values including Manaakitanga, Aroha, Tauutuutu and Whakapapa (Caring, Love, Reciprocity and Connectedness). We believe whanaungatanga fosters connections and relationships.	
Te Piri Ngātahi: (Unity) means working together for our greater good. Unity provides greater strength and enables us to overcome challenges and achieve our future dreams together.	

Principles Driven – Outcomes Focused

TRUST'S GUIDING PRINCIPLES DELIVERY	OUTCOMES
Exemplify and promote the following principles:	
Kia rangatira te tū: disciplined people	Trust principles and behaviours are role modelled and incorporated into daily work practices.
Kia rangatira te whakaaro: disciplined thought	Trust principles are demonstrated and consistently practiced within the organisation and through all external relationships.
Kia rangatira te mahi – disciplined action.	Alignment with Trust principles is promoted and affirmed amongst all kaimahi and whānau through your practice, leadership, and support of the Kaiwhakahaere Matua.



REPORTING STRUCTURE



DIRECT REPORTS

Two FTE plus contractors as required.

KEY RELATIONSHIPS

Internal

- Kaiwhakahaere Matua
- Kaiwhakahaere Taiao
- Taiao team and other kaimahi of the Trust
- Kāhui Kaumātua
- Hapū and whānau, Tangoio Marae Trustees

External

- Central and local government (including the Regional Planning and Māori Committees, and Integrated Catchment Management Group of Hawke's Bay Regional Council)
- External contractors
- Other hapū/iwi including other post settlement governance entities
- Community/Catchment Groups
- Funding bodies
- Advisors including legal counsel
- Commercial companies

AUTHORITIES

Budgetary authority for:

- He Kāinga Taurikura budgeted programmes which are subject to annual review or review by mutual consent with the Kaiwhakahaere Taiao and Kaiwhakahaere Matua.

KEY ACCOUNTABILITIES

Leadership and Management

- Lead and promote Taiao related kaupapa that contribute to and help achieve the Trust's strategic focus area, He Kāinga Taurikura.
- Represent MTT in dealings with central and local government, other hapū/iwi including other post settlement governance entities, business and community organisations.

PERFORMANCE GOALS

- Leader and support the Taiao team and contractors.
- Operational plans are developed, implemented, and executed on time and within budget.
- 'No surprises' approach with any issues escalated to the Kaiwhakahaere Taiao as necessary.
- Contract Management of advisors and contractors who assist with achieving the Trust's strategic outcomes.



KEY ACCOUNTABILITIES	PERFORMANCE GOALS
<ul style="list-style-type: none"> • Lead the following workstreams (as agreed with the Kaiwhakahaere Taiao): <i>(note this is not an exhaustive list of the Taiao work programme).</i> <ul style="list-style-type: none"> ○ Finalise the Hapū Environmental Management Plan (HEMP) and Hapū position statements on kaupapa of strategic importance ○ Resource Consents (BAU) ○ Cultural Impact Assessment Reports (BAU) ○ MACA, Marine and Coastal Area (Takutai Moana) High Court litigation ○ He Kāinga Taurikura o Tangitū Project (funded by the Sustainable Seas National Science Challenge) ○ Manu Taikō – Kia eke te Ngarue! Kia eke Arapawanui (funded by DOC’s Kaimahi for Nature) ○ Wāhi Taonga projects with Hastings District Council and Napier City Council ○ Kotahi Plan – as it relates to the takiwā of the Hapū (HBRC integrated ‘one’ plan, while also giving effect to National Policy statements i.e., NPS-FM 2020 and Te Mana o Te Wai, NPS-IB and Te Mana o Te Taiao) <p>Planning and Policy</p> <ul style="list-style-type: none"> • Develop and implement a cost recovery policy for services provided by the Trust to external agencies including local and central government, and developers. • Develop and implement environmental policies, standards, and processes including environmental data and reporting for internal staff, Hapū and other organisations. • Develop and implement a cohesive Mai Maungaharuru ki Tangitū cultural monitoring and action plan. • Develop and implement a tool to assess Taiao opportunities, and monitor and review projects. • Participate in inter-agency environmental planning and policy initiatives. • Oversee the following kaupapa: <ul style="list-style-type: none"> ○ The Clifton to Tangoio Coastal Hazard Strategy (shared local government approach) ○ Poutiri Ao ō Tāne (collaborative restoration project with DOC) ○ Te Waiū o Tūtira (collaborative restoration project at Tūtira) ○ Monitor and ensure consent conditions are upheld ○ Monitor third party developments • Develop and implement Te Kawenata framework agreed with the Department of Conservation (DOC). 	<ul style="list-style-type: none"> • New Taiao project opportunities have been assessed and prioritised prior to approval from the Kaiwhakahaere Taiao. • The HEMP is implemented and reviewed annually. • Hapū position statements on kaupapa of strategic importance are completed. • The Trust’s submissions and cultural impact assessments are accurate, and completed within timeframes. • Consent impacts are identified, mitigated, and monitored (if granted). • Projects are completed, monitored, and reviewed. • 15 Wāhi Taonga are listed on the District Plans of Napier City Council and Hastings District Council • The Trust’s input into the Kotahi Plan gives effect to Te mana o ngā wai o Maungaharuru Tangitū <ul style="list-style-type: none"> • External funding is secured for Trust projects and cost recovery achieved for advice to external agencies. • Effective and efficient environmental policies, standards, and processes, are implemented and annually reviewed • Litigation is managed within agreed budget to optimise outcomes. • The Trust is responsive and constructive in all matters, including contribution to local, regional, and national environmental policy. • Te Kawenata Framework is agreed with DOC. • The Trust provides advice and support to Hapū and facilitates their ongoing responsibility as kaitiaki.



KEY ACCOUNTABILITIES	PERFORMANCE GOALS
<p>Relationship Management</p> <ul style="list-style-type: none"> • Develop and maintain positive professional relationships internally and externally (particularly with key stakeholders). • Contribute to the future of environmental management through strategic and policy forums and working parties. 	<ul style="list-style-type: none"> • Relationships with key stakeholders are developed and maintained to enhance environmental outcomes for the Hapū. • The Trust is aware of and involved in developments within the environmental sector and able to make strategic decisions. • New relationships beneficial to the Trust are established. • The professionalism of the Trust is upheld and acknowledged by third parties through the actions and efforts of the Taiao team.
<p>Organisational Support</p> <ul style="list-style-type: none"> • Assist the Kaiwhakahaere Taiao to set and monitor progress against the Trust’s strategic outcome statements and performance measures • Provide timely and accurate advice on environmental issues and opportunities to the Kaiwhakahaere Taiao. • Provide regular reporting to the Kaiwhakahaere Taiao on performance of the Taiao team. • Behave consistently with the Trust’s Vision, Core Purpose, Values, and Principles. • Provide appropriate and timely Taiao information to the Trust’s Communications manager. • Participate in developing effective systems and procedures within the Taiao team to deliver, monitor, and report on within the Taiao team and the wider organisation. 	<ul style="list-style-type: none"> • Monitoring and reporting is relevant, timely, and clear. • Appropriate and timely Taiao communications are provided to Hapū and kaumātua as required e.g. pānui, videos, Hui ā-Hapū, presentations to Kāhui Kaumātua. • Best practice tools and systems are implemented. • Demonstrate a range of skills, knowledge and attitudes that contribute positively to the Trust’s Vision, Core Purpose, Values, and Principles. • Opportunities and issues are presented to the Kaiwhakahaere Taiao in a timely manner.
<p>Health and Safety</p> <ul style="list-style-type: none"> • Take responsibility for a safe and healthy work environment for self and others. • Adhere to and actively promote Health, Safety, and Wellbeing policies, standards, and procedures and ensure the Taiao team and contractors do the same. 	<ul style="list-style-type: none"> • Ensure that all practicable steps are taken to guarantee the health, safety, and wellbeing of yourself and others in the workplace. • All workplace incidents are reported, and remedies carried out in line with legislative and regulatory requirements. • Active participation in HSW discussions and any necessary training. • An active display of a positive HSW attitude.

The information provided in this document is intended to describe the general nature and level of work being performed. This document does not constitute an exhaustive list of all responsibilities, duties and skills required of the position and incumbent. From time to time, the incumbent may be asked to carry out other relevant duties as assigned by the Kaiwhakahaere Taiao. This duties shall be discussed and agreed to by both parties.



IDEAL PERSON SPECIFICATION

QUALIFICATIONS

Essential:

- Degree or equivalent with at least 8 plus years of policy, planning, management, ecological practice/experience, mātauranga Māori.
- Clean driver's licence.

EXPERIENCE

Senior level experience in:

- High level relationship management skills and experience.
- Proven ability to work successfully with whānau, hapū, iwi, marae and Māori landowners as well as local and central government officials.
- Ability to translate mātauranga Māori world view into mainstream planning framework and vice versa
- A sound knowledge and application of tikanga Māori
- Sound knowledge and application of the RMA, Local Government Act, Fisheries (Kaimoana Customary Fishing) Regulations 1998 and other statutes relating to the environment.
- Project management experience leading projects from inception to completion.
- Financial/budget management experience.
- Experience in the review, preparation, administration, and monitoring of local government plans.
- Experience in interpretation and application of legislation.

Desirable:

- An intermediate to high level of proficiency in Te Reo Māori.

ROLE SPECIFIC COMPETENCIES

- Proven leadership ability and organisational skills with the aptitude to adapt quickly to changing priorities and assignments.
- Ability to analyse, draft, and communicate complex regulatory concepts to the Hapū.
- Strong interpersonal skills.
- Initiative and commitment to continuous improvement.
- Strong practical understanding of the Māori environmental sector and contemporary issues.
- Highly developed analytical and research skills.
- High level of computer literacy.
- Willingness and aptitude to contribute to developing the Taiao team.
- An appreciation of the takiwā of the Hapū.

PERSONAL ATTRIBUTES

- High level of political and business acumen, emotional intelligence, tact and diplomacy
- High level of initiative, accountability and self-responsibility.
- Is a proven team leader.
- Is self-motivated and directed.
- Flexible and willing to commit to the delivery of outcomes.
- Has a sense of humor.
- Is able to work well under pressure.
- Has a passion for Te Taiao and other related issues.

JOB REQUIREMENTS

- Commitment to being in the Ahuriri office as required.
- Flexibility around working hours and location within Ahuriri.
- Ability to travel as required for the job (hui outside normal working hours etc).



SIGNATURES

On behalf of Maungaharuru-Tangitū Trust: _____ Date: _____
Signature

Employee: _____ Date: _____
Signature

JOB DESCRIPTION AMENDED

Date: March 2022

