



Job description

Haere mai

This job description is your go-to place for all the ins and outs of this role at Internal Affairs

Senior Advisor Engagement and Innovation, Digital Safety Regulatory Services, Toi Hiranga | Policy, Regulation and Communities

Regulatory Services has oversight of three regulatory systems: Anti-money laundering and countering the financing of terrorism, Gambling, and Digital Safety (anti-spam and censorship). We are a responsive risk-based regulator focused on reducing harm and ensuring that iwi, hapū and communities across New Zealand are safe, resilient, and thriving.

As a Senior Advisor Engagement and Innovation, you will provide thought leadership and lead innovative thinking that identifies and assesses options for improved regulatory system outcomes. You will deliver excellent results, through project management, innovation, and engagement, which align with the strategic objectives of the Regulatory Services Group and our vision for a safe, transparent and trusted digital safety sector.

Reporting to: Manager Design Engagement and Innovation

- **Location:** Wellington / Auckland
- **Salary range:** Regulatory H

What we do matters – our purpose

Our purpose is to serve and connect people, communities and government to build a safe, prosperous and respected nation.

In other words, it's all about helping to make New Zealand better for New Zealanders.

How we do things around here – our principles



We make it easy, we make it work

- Customer centred
- Make things even better

We're stronger together

- Work as a team
- Value each other

We take pride in what we do

- Make a positive difference
- Strive for excellence



Te Tari Taiwhenua
Internal Affairs

Working effectively with Māori

Te Aka Taiwhenua – our Māori Strategic Framework – enables us to work effectively with Māori. Te Aka Taiwhenua is underpinned by our mātāpono – Kotahitanga, Manaakitanga, Whānaungatanga, He Tāngata.

As DIA is an agent of the Crown, Te Tiriti o Waitangi/The Treaty of Waitangi is important to everything we say or do. We recognise it as an enduring document central to New Zealand's past, present and future. Building and maintaining meaningful relationships is important to work effectively with Māori, stakeholders and other agencies. We accept our privileged role and responsibility of holding and protecting the Treaty of Waitangi / Te Tiriti o Waitangi.

What you will do to contribute	As a result we will see
<p>Thought leadership and innovation</p> <ul style="list-style-type: none"> • Demonstrate strategic thinking and contribute to the strategic direction of the Digital Safety Group. • Identify and assess options and initiatives for enhancing regulatory outcomes. • Champion continuous improvement and build support for new and innovative approaches and tools for enhancing regulatory outcomes. • Apply critical thinking and analysis skills in a wide variety of challenges: making meaning of different ideas, finding connections and generating fresh approaches. • See the big picture and identify trends, risks and influences that may impact our work. • Develop specialist knowledge and keep abreast of emerging trends and best practice standards in the regulatory sector in general and compliance in particular. 	<ul style="list-style-type: none"> • A strong contribution to the ideas and activities of the Digital Safety Group, including contributing to Group strategy. • Staff are valued for their fresh perspectives, knowledge and strong contribution to projects and developments.
<p>Deliver outcomes based on organisational priorities and complex challenges</p> <ul style="list-style-type: none"> • Obtain support for new, innovative and practical initiatives and programmes that deliver enhanced regulatory outcomes. • Lead multi discipline teams and manage the design, development, testing and implementation of plans and solutions to enhance regulatory outcomes, in alignment with organisational goals. • Implement measures of success and continually assess the effectiveness of programmes and initiatives. • Utilise intelligence and analysis capability within Regulatory Services to inform the work of the Group and enhance regulatory outcomes. 	<ul style="list-style-type: none"> • The Group delivers successful outcomes, utilising expertise from within Digital Safety and Regulatory Services more broadly • The Group promotes continuous improvement and innovation and positively influences work culture.

What you will do to contribute	As a result we will see
<p>Relationship Management and Communications</p> <ul style="list-style-type: none"> Engage positively and build effective relationships with operational groups, teams within Regulatory Services, the Policy Group, wider Department and other system stakeholders. Build effective relationships with sector and community stakeholders to build support for new initiatives, promote the Department’s reputation as an effective regulator, and to foster collaboration and partnership. Provide leadership regarding the Group’s communication channels internally and externally. Communicate with influence through written, verbal and visual mediums. Conduct and participate in stakeholder meetings. Contribute to building capability across the Directorate. 	<ul style="list-style-type: none"> The Group takes a leadership role in stakeholder engagement strategy and has a high level of understanding stakeholders and their context. Staff have built and utilised positive relationships internally and externally to achieve Regulatory Services outcomes. Staff are held in high regard within Regulatory Services, DIA, government agencies and the sector. The Department’s reputation as an effective regulator is maintained and enhanced.
<p>Health and safety (for self)</p> <ul style="list-style-type: none"> Work safely and take responsibility for keeping self and colleagues free from harm Report all incidents and hazards promptly Know what to do in the event of an emergency Cooperate in implementing return to work plans 	<ul style="list-style-type: none"> A safe and healthy workplace for all people using our sites as a place of work. Health and safety guidelines are followed

Who you will work with to get the job done		Advise	Collaborate with	Influence	Inform	Manage/lead	Deliver to
Internal	Manager Design, Engagement and Innovation	✓	✓	✓	✓		✓
	Wider Digital Safety	✓	✓	✓	✓		
	Director Digital Safety	✓	✓	✓	✓		✓
	Managers, Team Leaders and staff within Digital Safety& Regulatory Services	✓	✓	✓	✓		
	Relevant DIA staff, including Legal, Shared Services, SST	✓	✓	✓	✓		
External	Other agencies working in the system	✓	✓	✓	✓		
	System participants	✓	✓	✓	✓		

Your delegations	
Human Resources and financial delegations	Level Z
Direct reports	0

Your success profile for this role	What you will bring specifically
<p>At DIA, we have a Capability Framework to help guide our people towards the behaviours and skills needed to be successful. The core success profile for this role is Specialist.</p> <p>Keys to Success:</p> <ul style="list-style-type: none"> • Problem solving • Critical thinking • Interpersonal savvy • Navigating complexity • Communicating with influence • Technical and specialist learning 	<p>Experience:</p> <ul style="list-style-type: none"> • Demonstrated ability to lead multidiscipline teams and influence team members. • Prior experience in managing projects and quality assurance. • Proven success in achieving outcomes and delivering results. • Proven ability to make strong contribution in thought leadership and innovative thinking. • Proven ability to build and maintain effective working relationships with key stakeholders <p>Knowledge:</p> <ul style="list-style-type: none"> • Knowledge of government structures and processes, and ministerial/parliamentary protocols & procedures. • The ability to understand complex situations and to build knowledge and understanding of regulatory and compliance frameworks, functions and purposes. • The ability to build a good understanding of the relevant regulatory system. <p>Skills:</p> <ul style="list-style-type: none"> • A good level of ability to think strategically, provide direction and influence. • Good ability to interpret legislation and other technical information. • A good level of ability to relate to and gain the confidence of diverse stakeholders, including the Minister and the media. • Demonstrated ability to solve complex problems <p>Other requirements:</p> <ul style="list-style-type: none"> • Tertiary Qualification in a relevant field is required. • Current New Zealand driver's licence. • Ability to obtain police and credit clearance