



Job description

Haere mai

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

Manager Mana Takirua Te Tiriti Partnerships Three Waters Programme, Iwi/Māori Group - Local Government Branch

Being part of new Three Waters Reform in Aotearoa New Zealand is a once in a lifetime opportunity. We are transforming the water sector (drinking water, wastewater and stormwater) to ultimately improve the health and wellbeing of New Zealanders. This is your opportunity to be part of an innovative and successful delivery team and contribute to the newly created business group Iwi/Māori.

Context

In July 2020, the Government launched the Three Waters Reform Programme – a three-year programme with the ultimate objective of improving the health and wellbeing of New Zealanders.

The Government wants to ensure it delivers on Treaty-related obligations, including by improving outcomes for iwi/Māori in relation to three waters service delivery and upholding Te Mana o Te Wai. Integral to this is effective infrastructure delivery, underpinned by an efficient, high-performing, financially-sustainable, and transparent three waters system.

The Three Waters Programme is being delivered across three business groups within the Local Government Branch of the Department of Internal Affairs. The three business groups are Reform, National Transition Unit, and Iwi/Māori. These business groups will work collaboratively together to ensure the Government's reform objectives are met. Collectively, they are responsible for:

- Delivering on the Government's reform objectives and the outcomes sought from the Three Waters Reform Programme.
- Ensuring that the Crown's obligations and responsibilities to Iwi/Māori are fully understood and reflected in the reform and transition work.
- Ensuring that the voices of stakeholders are sought, heard and considered throughout the reform and transition programme.
- Ensuring that, on 1 July 2024, four new water service entities (WSEs) are ready to assume responsibility for three waters-related infrastructure and service delivery.
- Ensuring that the transition is efficient, effective and minimises disruption to communities and consumers.

The Iwi/Māori Group objectives are to ensure:

- Ensure Iwi/Māori are well supported by the Crown to contribute to the new roles and responsibilities created through the reform process, including joint oversight of the water



Te Tari Taiwhenua
Internal Affairs

services entities, alongside exercising their respective kaitiaki responsibilities under the Te Mana o te Wai mechanisms.

- Ensure the new water services entities are set up to be effective Treaty partners, which are well-informed and influenced by iwi/Māori – for example, the entities and their boards will be required to give effect to Te Mana o te Wai, and understand, support, and enable mātauranga Māori, tikanga Māori and kaitiakitanga to be exercised throughout their organisations.
- Ensure the new water services entities are continuously finding ways to work in partnership including upholding treaty settlement mechanisms and improving outcomes for Iwi / Māori
- The Iwi/Māori Group delivers on these objectives through four teams – Mana Takirua – Enhancing and Protecting Te Tiriti Relationships, Strategic Relations, and Commercial and Innovation . While each team will have specific accountabilities within the broader Group’s role, it is critical that the teams work cohesively to collectively deliver the Group’s core accountabilities and work programme

The Iwi/Māori Group delivers on these objectives through four teams – Treaty Settlements and Legislation Support, Strategic Relations, Te Mana o te Wai Implementation, and Commercial and Innovation. While each team will have specific accountabilities within the broader Group’s role, it is critical that the teams work cohesively to collectively deliver the Group’s core accountabilities and work programme.

The new system needs to be compliant with Te Tiriti o Waitangi and recognise and provide for the rights, interests and responsibilities of Iwi/Māori including decision making, planning, governance, accountability and service delivery.

He Angitūtanga – About the Role

This position is one of the leadership positions reporting to the Executive Director, Iwi/Māori Three Waters Programme. The Manager – Mana Takirua, Enhancing and Protecting Te Tiriti Relationships is a member of the Iwi/Māori Business Group leadership team and works collaboratively within this team to provide overall leadership and direction to the group to enable it to achieve its core outcomes

The Manager – Mana Takirua, Enhancing and Protecting Te Tiriti Relationships is responsible for ensuring the Crown is delivering on its Te Tiriti obligations in the establishment of the legislative frameworks and mechanisms that give effect to the Three Waters Reform Programme and in the design, establishment, and operation of the four new water service entities.

The role leads a team of analysts and advisors who work in partnership with the Three Waters Reform Group and National Transition Unit. This role is also expected to connect and integrate across the wider branch, the Department, and across the government sector. All positions have a responsibility to support the team in the delivery of the Three Waters Reform Programme and the establishment of four new water service entities by 1 July 2024.

The position accountabilities may change over time to accommodate programme scope and timeframes. The position accountabilities may change over time to accommodate programme scope and timeframes.

- **Reporting to** Executive Director, Iwi/Māori Group – Three Waters Programme
- **Location:** Wellington
- **Salary range:** TBC

What you will do to contribute

Strategic Leadership

- Establish the Mana Takirua – Te Tiriti Relationships function and ways of working to enable the team to successfully lead and deliver on core outcomes
- Contribute to the collective leadership of the Iwi/Māori group as a member of the Group's leadership team, ensuring alignment of direction with the Group's work programme and core deliverables
- Ensure the work programme of the Mana Takirua – Te Tiriti Relationships is effectively aligned with the broader work programme of the Iwi/Māori Group, the Reform Group, and the wider Three Waters Reform Programme.
- Demonstrate an understanding from an iwi and hapū perspective about the Te Tiriti implications (not only settlements) on the work of the Iwi/Māori Group, and the wider Three Waters Reform Programme.
- Work collaboratively in an outcome focused way across other government departments who are also working in this area to ensure a joined-up approach for iwi and hapū.
- Participate as a senior member of the Three Waters Reform Programme providing advice and engaging with other leaders as appropriate in direction, decision-making and priorities.
- Setting direction and performance expectations and monitoring overall progress against those directives and performance expectations.

Mana Takirua –Te Tiriti Relationships

- Protect and enhance the Te Tiriti relationship between iwi and hapū and the Crown in relation to the Three Waters reform programme.
 - Provide expert advice to the Three Waters Programme on the commitments and obligations of the Crown to Iwi and Māori, including but not only Treaty Settlements.
 - Establish and implement effective mechanisms and processes for ensuring the Crown's commitments to Iwi, made through Treaty Settlements and its broader Te Tiriti o Waitangi obligations are effectively understood, documented, and reflected in the legislative elements that give effect to the Three Waters Reform Programme.
 - Establish and implement effective mechanisms and processes for ensuring the Crown's commitments to Iwi made through Treaty Settlements and its broader Te Tiriti o Waitangi obligations are effectively understood, documented, and embedded in the design and operation of the four new water service entities.
 - Ensure effective integration between the work of the Mana Takirua – Te Tiriti Relationships and the Reform group so that the legislative framework for Three Waters and the four new water entities gives effect to the Crown's Te Tiriti commitments to Iwi/Māori
 - Support the legislative programme to deliver on its outcomes by providing timely advice, guidance, review and assistance throughout the legislative drafting process on the Crown's commitments and obligations to Iwi/Māori. To ensure opportunities are adequately reflected in the ensuing legislation and that nothing in that legislation negates, detracts from, or hinders those commitments and Te Tiriti obligations from being met.
-

Programme Management and Delivery

- Oversee delivery of, and reporting on, the Mana Takirua – Te Tiriti Relationships components of the Three Waters Reform Iwi/Māori Group Work Programme
- Manage effective risk mitigation, ensuring any risks are appropriately identified and proactively managed
- Ensure alignment of delivery outcomes with Three Waters Reform objectives
- Ensure accountability and reporting processes and procedures are in place as a key part of all work deliverables, and all individuals contributing to those deliverables are aware of standards and expectations
- Provide regular reporting to the Three Waters Reform Programme, senior leaders, and other individuals/entities as required
- Proactively manage the impact of dynamic and shifting priorities through collaborative processes with other managers to reprioritise work and allocate people and resources across the work programme to maximise impact

People Leadership and management

- Lead and manage the team in line with HR guidelines and DIA’s inclusion & diversity approach and the competencies
- Ensure team members are clear on their role, function, goals/outcomes and their contribution to the NTU and iwi/Māori goals and outcomes
- Enhance the performance culture within the team, setting clear expectations, holding people accountable and actively managing and enabling delivery of the work programme
- Manage the performance and development of staff in accordance with DIA processes and the needs and priorities of the iwi/Māori team
- Demonstrate leadership support for all Departmental initiatives, modelling expected behaviours to leaders and staff to create a desired workplace culture

Health and safety (for self)

- 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

Health and safety (for team)

- Inform, train and equip staff to carry out their work safely
- Ensure prompt and accurate reporting and investigation of all workplace incidents and injuries
- Assess all hazards promptly and ensure they are managed

Who you will work with to get the job done

Internal	Three Waters Iwi/Māori Business Group Leadership Team and Staff
	Three Waters Reform Business Group Leadership Team and Staff
	Three Waters National Transition Unit Leadership Team and Staff
	Relevant staff across the Local Government Branch and the wider DIA
External	Managers and Staff of the Office of Māori Crown Relations – Te Arawhiti
	Iwi, hapū, whānau and wider Māori communities

Who you will work with to get the job done

Iwi leaders and representatives
Other organisations involved in the Three Waters work programmes
Local authorities and agencies, professional associations, and other key stakeholders

Your delegations

Human Resources and financial delegations	tbc
Direct reports	7

What you will bring

Experience:

- Extensive experience in a public policy leadership role, with a detailed and comprehensive understanding of the public policy and legislative processes
- Extensive experience working in partnership with iwi, hapū, iwi and roopu Māori to deliver shared outcomes
- Previous experience working at a senior level in a fast-paced, rapidly changing and evolving environment
- Experience undertaking public and stakeholder consultation on policy reviews and Government initiatives
- Experience in regulatory policy or developing legislation - from policy development through to enactment.
- Experience working with Ministers, Ministers' offices and/or Select Committees
- In depth leadership experience motivating and managing technical experts and teams
- Proven experience in working across organisational boundaries, and collaborating effectively to deliver shared outcomes.

Knowledge:

- Detailed and in-depth knowledge and understanding of Te Tiriti o Waitangi/The Treaty of Waitangi and the Crown's commitments and obligations to working in partnership with Māori to reflect and support Te Ao Māori and improve outcomes for Māori
- Detailed knowledge and understanding of the Treaty settlement process, its history, outcomes to date, and future commitments
- Detailed and in-depth knowledge and understanding of the machinery of government in the public sector
- Knowledge of Te Mana o te Wai and how it interacts with the delivery of the three waters

Skills:

- Confident, decisive and adept at navigating a fast-paced and evolving environment with competing priorities and multiple stakeholders
- Ability to deliver against tight deadlines, work across boundaries, and maintain professionalism under pressure
- Have a good sense of humour, be reliable and focused on solutions
- Ability to work both collaboratively and independently in a rapidly changing and diverse environment
- Proven ability to manage risks to delivery across a complex portfolio of work

What you will bring

- Proven success in people and team leadership skills, including building high performing teams, lifting capability and agility, and motivating and inspiring team members
- Excellent communication and influencing skills
- Proven capability in effective problem definition, analysis, and resolution – including a demonstrated ability to quickly critically analyse information, draw appropriate inferences and conclusions, and act appropriately.
- Demonstrated interest in te ao Māori and the promotion of tikanga and te reo Māori

Other requirements:

- Relevant tertiary qualification or equivalent senior experience in a policy or similar role
- Able to obtain the necessary security clearance as required
- Will be required to pass satisfactory background checks