



Project Description

Date of last review: September 2015

Title and band:	Treaty Implementation Ranger	Vacancy No:	400/42T1
Location:	Napier	Manager's title:	Operations Manager, Hawke's Bay
Business Group:	Operations, Community Engagement	Duration of Fixed Term:	Until 30 June 2018

Context

The Department is the central government agency that conserves and manages New Zealand's natural, historic and cultural heritage which provides increasing benefit to New Zealanders.

The Department's vision is that New Zealand is 'the greatest living space on Earth'. Kāore he wāhi i tua atu i a Aotearoa, hei wahi noho i te ao. Its undertaking is that New Zealanders gain environmental, social and economic benefits from healthy functioning ecosystems, from recreation opportunities and from living our history. The Department has committed to a new strategy to "grow conservation through partnerships with others".

The Department has adopted a set of 2025 Stretch Goals, which will require a strong focus on strategy and growing conservation by working with others. This will be executed through a leader led approach. Through this focus the Department will be able to become a leader in the Natural Resource Sector (NRS), driving better conservation, natural resource management, Government outcomes, and moving towards step change growth in conservation.

Whānau, hapū and iwi enjoy a primary Treaty relationship with Te Papa Atawhai through the Department's Section 4 obligations.

Our pillars – how we'll get there:



Regional Context

In Hawke's Bay we have several entities in different states of settlement with the crown. The settlements range from settled to undergoing negotiations. Ngāti Pāhauwera, Maungaharuru-Tangitū and Ngati Hineuru have settled their historic grievances with the crown and have settlement acts. Heretaunga Tamatea have recently signed a deed of settlement with the crown. The Ahuriri Hapu have a signed Agreement in Principle and are awaiting the ratification of their Deed of Settlement. As part of these settlements the Crown agreed to issue a Protocol setting out how the Department of Conservation (the Department) will interact with each Governance Entity. The Protocol serves as a framework to foster the development of a positive, collaborative and enduring relationship into the future, to achieve over time the conservation policies, actions, and outcomes sought by both the Governance Entity and the Department.

The Hawke's Bay District is part of the Lower North Island Operations Region. Within this region, there are currently nine completed Treaty settlements. Around 20 iwi/hapu are still progressing through the Treaty settlement negotiation or legislation process.

Purpose of Project

To support the implementation of Treaty settlement outcomes through managing relationships with Post Settlement Governance Entities (PSGEs).

Reason for Fixed Term

This position has fixed funding; the position will end 30th June 2018.

If during the course of the fixed term a decision is made to establish a permanent position to undertake all or some of this work, the vacancy will be advertised and appointed according to the Department's Recruitment, Selection and Appointment policy and procedures.

Task	Actions	Performance Indicators
Functional Area - Implementation of Treaty Settlement	<p>Foster and maintain mana-enhancing relationships.</p> <p>Examine relevant DOC protocols and other relevant settlement mechanisms to</p> <ul style="list-style-type: none">• prepare and facilitate workshop with relevant staff;• establish system/s for team to record to and for manager to report from. <p>Plan, co-ordinate, and manage –</p>	<ul style="list-style-type: none">• Is seen as a trusted and sought after resource for both the Department and partners.• You can describe the context that our partners are working in and their needs and aspirations.• Your colleagues know how their work contributes to Treaty settlement.• Carry out planned work to high standard, on time and within budget.• Team and manager actively use your systems.• Demonstrates effective achievement of agreed outcomes with others with high customer satisfaction• Your engagement with Treaty Partners

Task	Actions	Performance Indicators
	<ul style="list-style-type: none"> • monthly reporting; • hui with PSGE; • annual report to PSGE; • other processes as specified in protocols or other settlement mechanisms. <p>Draw up, seek agreement and establish</p> <ul style="list-style-type: none"> • Priority areas for implementation of settlement redress • processes consistent with relevant DOC protocols; • a Treaty settlement implementation plan; • projects which foster co-operation and positive conservation partnerships <p>Work with Operations Planning Unit to embed Treaty settlement implementation into regional business planning processes</p>	<p>is recorded in a timely fashion.</p>
Collaboration	<p>Builds and maintains collaborative relationships internally and externally for the purpose of achieving greater conservation outcomes by:</p> <ul style="list-style-type: none"> • Placing strong emphasis on anticipating, identifying and responding to the needs of internal and external parties • Monitoring relationships and resolving critical issues 	<ul style="list-style-type: none"> • You willingly share ideas and resources with other individuals / teams to help make them successful • You identify where your work programmes impact others and work with your peers to manage interdependencies • Your opinion is sought by others • You work with your manager to incorporate customer feedback to improve your service delivery • You identify innovative solutions to complex issues and contribute to solving these issues

Task	Actions	Performance Indicators
	<p>promptly</p> <ul style="list-style-type: none"> Contributing positively to a high performing, engaged team 	<ul style="list-style-type: none"> You work effectively with your colleagues
Health and Safety	<p>Comply with the Department's Health and Safety policy and guidelines</p> <p>Proactively take all practicable steps to ensure your own safety and the safety of others in the workplace</p> <p>Actively contribute to culture change where health and safety is a key to success and the only acceptable goal is to be injury free</p>	<ul style="list-style-type: none"> You ensure your own safety and that of colleagues who work around you You are actively leading the goal of the Department becoming injury free You are an effective health and safety leader You and your team are regularly reviewing health and safety performance You comply with the Department's Health and Safety policy and guidelines You report all incidents (injury or no injury) and new hazards to your manager immediately
Work Management	<p>Complete all duties and responsibilities in accordance with your Performance and Development Plan and as outlined in the work programme</p> <p>Complete administrative tasks associated with the role</p> <p>Deliverables reflect the Department's partnership with tangata whenua and support our functions under Section 4 of the Conservation Act</p> <p>Undertake other conservation related emergency responses to meet the Department's obligations when required</p>	<ul style="list-style-type: none"> Your work plans are tracked and managers are aware of obstacles to achievement of performance goals You report progress on deliverables, financial and non-financial indicators, risks and issues to your manager

Capabilities

Capability Area	Competencies
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Capability Area	Competencies
Valuing the work of the role	<p>Commitment to Excellence</p> <p>Sets high personal and professional standards; assumes responsibility and accountability for the successful completion of projects, assignments or tasks. Consistently gives careful attention to all the detailed aspects of a role, shows a high concern for accuracy.</p> <p>Organisation and Role Connection</p> <p>There is a strong connection to the goals of the Department and an appreciation of the constraints within which these goals can be achieved. There is good alignment between what the individual enjoys and the role they are undertaking.</p>
Leadership ability	<p>Building and Sustaining Collaborative Relationships</p> <p>Identifies, develops and sustains effective, productive, collaborative and outcome oriented relationships (internal and external to the organization) to achieve conservation goals. Working as one organization, actively engages in building relationships to share expertise and knowledge to achieve goals.</p> <p>Personal Leadership</p> <p>Builds trust with others; identifies and seizes opportunities to promote the work of the Department.</p> <p>Seeking Agreement</p> <p>Reaches agreement or gains acceptance of a particular course of action through effectively defining the benefits and exploring alternatives; uses effective interpersonal skills and demonstrates determination in achieving desired outcomes.</p>
Agile mind	<p>Analysis and Decision Making</p> <p>Engages in thorough analysis through gathering relevant information; sees the 'whole' and the complexity of connections (this is a "systems thinking" approach to decision making); takes into account factual information; develops robust recommendations and makes timely, sound decisions.</p> <p>Planning and Organising</p> <p>Plans and organises activities and projects for self and/or others; organises tasks to make best use of time and resources; and tracks achievement of key objectives.</p> <p>Situational Awareness</p> <p>Keeps abreast of science, political, economic, social and commercial imperatives and trends relative to their area of business; recognises opportunities and risks and responds appropriately.</p>

Capability Area	Competencies
Emotional intelligence	<p data-bbox="481 257 699 293">Communication</p> <p data-bbox="577 302 1422 461">Conveys information and ideas through a variety of mechanisms in a manner that engages key audiences and reflects the Department's Vision, Values and Strategic Direction. This may include speaking, writing and listening and covers both formal and informal situations.</p> <p data-bbox="481 472 764 508">Initiative/Innovation</p> <p data-bbox="577 517 1412 647">Develops new, innovative yet practical ideas, rethinking how to approach work. Takes action to achieve results beyond what is normally called for; looks for opportunities to improve own and the organization's performance.</p> <p data-bbox="481 658 1131 694">Iwi, Stakeholder, Business and Community Focus</p> <p data-bbox="577 703 1426 799">Understands the needs of iwi, stakeholders, business and community; ensures they are listened to. Ensures understanding of the rationale for decisions and/or findings.</p> <p data-bbox="481 810 778 846">Personal Effectiveness</p> <p data-bbox="577 855 1444 983">Maintains effective performance even when under pressure, (such as time pressure, shifting/conflicting priorities or job ambiguity), when facing opposition from others or in an uncertain environment.</p> <p data-bbox="481 994 683 1030">Self Awareness</p> <p data-bbox="577 1039 1369 1135">Recognises one's emotions and feelings and their effects, the impact of own behaviour on others. Acts professionally at all times.</p>

Capability Area	Competencies
Skilled use of relevant knowledge	<p>Health and Safety Awareness</p> <p>Promotes a culture where health and safety are seen as integral to success. Is aware of and takes into account conditions that affect own and others' health and safety.</p> <p>Knowledge Management</p> <p>Manages knowledge and information to ensure it is secure and to enable appropriate access by others in the organisation.</p> <p>Learning Agility</p> <p>Acquires, understands and applies new job-related information, knowledge and skills in a timely manner.</p> <p>Technical Knowledge and Skills</p> <p>Good knowledge of tikanga Māori, kaitiakitanga, wairuatanga, manaakitanga and iwitanga.</p> <p>Experienced and comfortable engaging with and working in partnership with iwi and tangata whenua at all levels of tribal organisation</p> <p>A tertiary qualification, or equivalent experience in project planning and management including the ability to establish and implement new procedures.</p> <p>Demonstrated competence in developing and maintaining key relationships.</p> <p>Proven negotiating and influencing skills</p> <p>Excellent written and oral communication and engagement skills, and highly organised</p> <p>Passion to involve others in conservation</p> <p>A collaborative management and work style, including the ability to lead, take direction or facilitate depending on the situation</p> <p>A knowledge of the Department's functions, structure, ways of working and strategic direction is preferable</p> <p>Able to and enjoys facilitating growth of knowledge and skills in others</p> <p>A full New Zealand Drivers Licence</p> <p>Working with Maori</p> <p>Engages with iwi and tangata whenua to achieve work goals aligned with the Principles of the Treaty of Waitangi; demonstrates an understanding of the implications of the Treaty on their work.</p>

Relationships

This section describes the expectations and boundaries the role has with key roles and Groups.

Internal groups	
Managers and staff in Operations (incl Planning Permissions and Land (PPL) & Operations Planning), and staff and managers in other Groups	Collaborate with managers and staff in Operations (incl PPL & the Operations Planning team), Shared Service teams and staff in other Groups to ensure you have positive and productive relationships and that integrated solutions are achieved.
External groups	
Settled iwi governance entities Iwi Hawke's Bay Regional Council Relevant city and district councils	Have positive and productive relationships with external groups. Engage effectively in partnership initiatives to enable value exchanges.

Authorities

You are required to comply with the standard operating procedures of the Department. In addition, you must comply with the financial, human resources, legal and other delegations set out in Standard Operating Procedures, policies and instructions (refer to the Intranet for further information).

APPROVED:

Name:

Date:
