

## He Whakatairanga Tūranga | Position Description

Position:	Kaitohutohu   Advisor		
Te Puni:	Te Puni Rohe   Regions		
Reports to:	Manukura   Team Leader		
Location:	Te Tai Tokerau, Tāmaki Makaurau, Waikato-Waiariki, Ikaroa-Rāwhiti, Te Tai Hauāuru, Te Waipounamu		
HR Delegations	NIL	Financial Delegations	NIL
Date:	24 Mahuru 2025		

### Mō Te Puni Kōkiri | Te Puni Kōkiri Statement

Te Puni Kōkiri leads policy advice to the Government on Māori development and Iwi and Māori relations with the Crown. To do this effectively we must position ourselves to elevate our monitoring and mentoring responsibilities and emphasise our role in holding other agencies to account for delivery of public services to, for and with Māori.

Our vision is Thriving Whānau – *when whānau are thriving, so do their communities, hapū, iwi and all of Aotearoa*. This vision drives our efforts to build an Aotearoa New Zealand by *drawing strength from our past to build an Aotearoa New Zealand where whānau can all stand, thrive and belong*.

There are two key approaches that frame our work and position us for strategic influence by ensuring that, over time, government effort is aligned to evidence-based approaches that work, for and with Māori:

- Delivery approach – Whānau-centred, locally led, government enabled.
- Policy approach – Te Tautuhi o Rongo public policy framework.

Our strategic priorities areas:

- Whānau Ora
- Māori economic development and growth
- Monitoring and mentoring
- Māori language and culture
- Iwi and Māori relations with the Crown

If you would like to find out more about Te Puni Kōkiri and our strategy, visit our website [tpk.govt.nz](http://tpk.govt.nz).

### Mō Te Puni Rohe | About Regions

The Regions Puni has the following core functions:

- Implementation and delivery of Te Puni Kōkiri's strategy across the regions;
- Maintain relationships and support engagement with hapori Māori including iwi, hapū and whānau on strategic priorities for government;
- Gathering and analysis of insights to inform policy development; and
- Advising on innovative initiatives that build capability and readiness of whānau and Māori communities to achieve their aspirations, leading to intergenerational transformation.

### Mō te Tūranga | About the Role

The Advisor is responsible for assisting whānau, hapū, iwi, Māori organisations and Māori communities to develop and implement initiatives that will improve long-term economic and social outcomes for Māori. The Advisor will be led in this work by the Team Leader and will work to advance the implementation of Te Puni Kōkiri's strategy.

The Advisor will work with agencies, organisations and providers to assist them to monitor and improve their services.

## Ngā Haepapa me ngā Kawatau | Accountabilities & Deliverables

### Delivery of work programme

- Support the Team Leader to deliver the regional work programme.
- Ensure appropriate governance and reporting mechanisms are exercised over the programme of work.
- Champion and promote innovation.
- Support iwi, hapū and whānau Māori to progress their own development.

### Stakeholder relationship management

- Support the Team Leader to build a strong presence for Te Puni Kōkiri in the regions to support a whole-of-government approach to the implementation of Government policies and achievement of results in Te Puni Kōkiri areas of focus.
- Capture the contribution of regional stakeholders and ensure it is passed into policy development processes.
- Ensure consistency and alignment between different teams in Te Puni Kōkiri, in particular across other regional teams and with the Policy Partnerships puni.

### Capability Development

- Assist the Team Leader and Senior Advisors to work across the public sector to ensure appropriate support for Māori development priorities.
- Support trial initiatives aimed at supporting Māori to achieve their aspirations and support intergenerational success.

### Investment advice and management

- Assist in the development and management of proposals for funding.
- Assist in the management of local level provider contracts including milestone reporting and funding approvals.

### Information Sharing

- Assist in gathering, maintaining and disseminating information within the rohe.
- Manage the flow of information between stakeholders and the other puni for programme evaluation and programme development.

## Mōu – Ngā Pūkenga me ngā Wheako | About You – Skills & Experience

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- Experience in working with local iwi, hapū and whānau Māori.
- Experience in facilitating the establishment and consideration of investment (business or otherwise) opportunities.
- Experience in central government processes to support advice to local agencies, organisations and Māori communities.
- Experience in facilitating hui, wananga and other influencing conversations.
- A full motor vehicle driver's licence.



- Have a broad understanding of The Treaty of Waitangi and Te Tiriti o Waitangi and recognise the importance of the Treaty from both Māori and Crown perspectives.
- Are comfortable in an ao Māori environment and are comfortable in situations where tikanga is observed.
- A level of competency in te reo Māori, or a willingness to learn.
- Understand the Te Puni Kōkiri Strategic Vision and understand what that success looks like.
- Understanding of the machinery of government and the political environment Te Puni Kōkiri operates in.
- Demonstrate sound understanding of our privacy framework, which includes privacy strategy, personal information policy and personal information processes.
- Having a working knowledge and awareness of compliance obligations in respect of the Official Information Act 1982.