

Tumu Kaupapa Atawhai – Role Description

ORGANISATIONAL VALUES



WHO IS YOUR TEAM

<p>Kā Rūnaka ki Ōtākou – Governance Roopu</p> <p>Te Rūnanga o Moeraki x two representatives</p> <p>Kati Huirapa Rūnanga ki Puketeraki x two representatives</p> <p>Te Rūnanga o Ōtākou x two representatives</p>

Note: Term Kā Rūnaka ki Ōtākou refers to the rūnaka of the Otago region

ROLE PURPOSE

- Work closely with Te Papa Atawhai on behalf of Kā Rūnaka ki Ōtākou to develop and implement an operational framework that clearly articulates the strategic expectations and values of Kā Rūnaka in relation to conservation across Otago.
- Ensure that this framework provides clear guidance to Te Papa Atawhai and facilitates the ability of Kā Rūnaka to influence and lead conservation activity within their takiwā.
- Provide Kā Rūnaka ki Ōtākou with expert advice and oversight to support their leadership, engagement, and decision-making in conservation matters, while also advising Te Papa Atawhai on how best to uphold and implement Kā Rūnaka values and priorities.

KEY ACCOUNTABILITIES AND DELIVERABLES

This position will be hosted by Te Rūnanga o Ōtākou, but the role's focus is to support all three Kā Rūnaka ki Ōtākou. Responsibilities will evolve in response to the priorities of these Rūnaka collectively. The position-holder must remain flexible and adaptive, working closely with leadership across Kā Rūnaka ki Ōtākou, Kā Rūnaka ki Puketeraki, and Kā Rūnaka ki Moeraki, to ensure the role continues to meet their shared and individual needs, as well the needs of Te Papa Atawhai.

Accountability Areas	Activities
<p>Ngāi Tahu Claims Settlement Act, the Conservation Act 1987, and other statutory processes</p>	<ul style="list-style-type: none"> • Monitor and provide advice to Kā Rūnaka and Te Papa Atawhai on the implementation of: <ul style="list-style-type: none"> ○ The Ngāi Tahu Claims Settlement Act 1998 ○ The Ngāi Tahu Deed of Settlement 1997 ○ The Conservation Act 1987 • Support the Rūnaka to uphold their settlement rights and ensure any associated statutory obligations on the Crown are addressed appropriately. • Assist Kā Rūnaka to work with the Crown on their Treaty and settlement obligations.
<p>Whānau, Hapū, Iwi</p>	<ul style="list-style-type: none"> • Develop and maintain a strong working relationship with mana whenua of Araiteuru and iwi, working to achieve areas of mutual interests • Engage in strong productive relationships in partnership with whānau, hapū and iwi that give effect to the principles of the Treaty of Waitangi and align conservation goals. • Contribute to meeting Te Papa Atawhai's statutory obligations arising from section 4 of the Conservation Act and from Treaty settlements. • Demonstrate cultural capability and ensure leader led behavior through the use and promotion of Te Reo Māori and tikanga
<p>Play a Leadership role in the development of policy planning and research.</p>	<ul style="list-style-type: none"> • Support Kā Rūnaka ki Ōtākou in the development of a strategic plan that includes cultural, heritage and environmental policies. • Assist the development and alignment of internal Kā Rūnaka ki Ōtākou policy for cultural, heritage and environmental matters as required. • Contribute your leadership to the development of relevant policies and research that will contribute to upholding the Ngāi Tahu Settlement Act 1998, and the Ngāi Tahu Deed of Settlement 1997.

<p>Provide leadership and support to Te Papa Atawhai and Kaitiaki Rōpū</p>	<ul style="list-style-type: none"> • Lead strategic engagement with Te Papa Atawhai and Kā Rūnaka ki Ōtākou within their respective takiwā. • Alongside Te Papa Atawhai and Kā Rūnaka ki Ōtākou, coordinate the design and implementation of an agreed annual work plan for this role (based on relevant strategic planning) with clear strategic priorities agreed.
<p>Lead and facilitate internal and external relationships</p>	<ul style="list-style-type: none"> • Actively promote the strategic and operational needs of Kā Rūnaka ki Ōtākou to exercise their rights and interests as rakatira and kaitiaki in conservation management. • Maintain involvement across Kā Rūnaka ki Ōtākou and Te Rūnanga o Ngāi Tahu to identify critical issues, needs and expectations, in a way that streamlines partnership engagement for whānau based and other agreed projects. • Develop and maintain relationships with other key government departments, local government, stakeholder organisations and groups to facilitate and promote Kā Rūnaka ki Ōtākou interests
<p>Operational Work Programme</p>	<ul style="list-style-type: none"> • Lead the design and implementation of a Rūnaka-owned strategic framework for engagement with Te Papa Atawhai, grounded in Treaty partnership and Rūnaka values. • Work with Te Papa Atawhai to develop annual conservation work programmes that align with Kā Rūnaka values and priorities. • Build a performance and accountability framework to track implementation and outcomes for the Rūnaka. • Establish a triage and prioritisation system that helps Kā Rūnaka assess and respond to conservation permissions, taoka issues, and statutory planning processes. • Coordinate and support Rūnaka input into relevant consent, concession, and statutory authorisation processes

Accountability Areas	Activities
<p>Management and Delivery</p>	<ul style="list-style-type: none"> • Manage all work in a way that reflects the authority, values, and decision-making structures of Kā Rūnaka. • Plan, track, and report on progress and outcomes to Rūnaka leadership. • Manage resources efficiently and align with agreed Rūnaka priorities. • Ensure that all engagement and deliverables uphold the mana of Kā Rūnaka.