

Position Details	
Position Title	Senior Wild Animals Advisor
Manager's Title	Wild Animals Manager
Manager Once Removed	Director, Operations Issues and Programmes
Unit/Group	Operations Issues and Programmes/Operations
Position Number and Location	T 400/12400/5
Salary Band	F
Date	September 2021
Line/Service/Support	Line

Public Service

Ka mahitahi mātou o te ratonga tūmatanui kia hei painga mō ngā tāngata o Aotearoa

I āianeī, ā, hei ngā rā ki tua hoki. He kawenga tino whaitake tā mātou hei tautoko I te Karauna I runga I āna hononga ki a ngāi Māori I raro I te Tiriti o Waitangi. Ka tautoko mātou I te kāwanatanga manapori. Ka whakakotahingia mātou e te wairua whakarato ki ō mātou hapori, ā, e arahina ana mātou e ngā mātāpono me ngā tikanga matua o te ratonga tūmatanui I roto I ā mātou mahi.

In the public service we work collectively to make a meaningful difference for New Zealanders now and in the future. We have an important role in supporting the Crown in its relationships with Māori under the Treaty of Waitangi. We support democratic government. We are unified by a spirit of service to our communities and guided by the core principles and values of the public service in our work.

Te Kaupapa a Te Papa Atawhai

At Te Papa Atawhai, we express our spirit of service and serve Aotearoa through our purpose, *Papatūānuku Thrives*. This organisational strategy, Te Kaupapa a Te Papa Atawhai, puts nature and people at the heart of everything we do. Te Kaupapa is anchored by te reo Māori and te ao Māori, recognising that Te Tiriti o Waitangi and our relationship with our whānau, hapū and iwi are central to all our work.

Role Context

The Operations Group is responsible for delivering conservation work on the ground through our biodiversity, recreation/historic, community engagement and visitor centre teams.

The Operations Issues and Programmes Unit leads large, often multi-region, complex national programmes of work with significant national and/or political implications for the Operations Group and national functions of work. This role works within the Wild Animals team which has specific focus on programmes targeting threats to conservation objections from Wild Animals, including Himalayan tahr, feral pigs and goats.

These programmes of work are often high profile, and the team works collaboratively with whānau, hapū, iwi, the hunting sector and other key stakeholders.

The role will have a national focus, whilst recognising the Wild Animals team may be particularly focused on specific regions depending upon the current programme of work.

There is very strong external stakeholder interest in wild animal management, including a wide-ranging social media campaign and high volumes of direct engagement from the hunting sector.

Role Purpose

Lead the development and delivery of management strategies for specified Wild Animals

Key Accountabilities and Deliverables

Responsibilities of this position are expected to change over time as DOC responds to changing needs. The incumbent will need the flexibility to adapt and develop as the environment evolves. This includes performing any other reasonable duties as required.

Accountability Areas	Activities	Performance Indicators
Lead the development of specified wild animal management strategy	Identify and collaborate with internal teams (e.g. Kauri Protection) to develop a specified long term management strategy Ensure stakeholder concerns and viewpoints are identified and incorporated into the development of management strategy Develop short to medium term species management priorities and workplans Identify significant risks, issues and opportunities related to specified wild animal management programmes and ensure these are communicated and escalated as required	You are seen to be a strong project leader both in your knowledge of the wild animal control operation, specialist expertise Risks and issues are identified and resolved Operational documentation including costings are produced and shared as per project timelines
Build and maintain relationships and enable engagement	Develop strong and trusted relationships with whānau, hapū, iwi and other identified stakeholder and Liaison groups Ensure effective communication is maintained with whānau, hapū, iwi and other external stakeholders and effective engagement on priorities occurs Maintain effective linkages with other key delivery and support teams across the Department and ensure regular and effective communication with these teams Support internal and external project information requests, including Official Information requests, as needed	You work in partnership with stakeholders and seek to find mutually acceptable outcomes wherever possible Information requests are responded to in a timely and effective manner You have positive interactions relating to the wild animal programme you are tasked with
Build capability and effectiveness to support Wild Animal control	Provide support to others working with whānau, hapū and iwi and communities, to grow understanding and awareness, compliance, education and communication regarding wild animal management Actively engage with Operations teams and managers to coach and develop DOC's wild animal management capability	Your specialist expertise is recognised and valued by others Wild animal management capability across the department is increased

Accountability Areas	Activities	Performance Indicators
	Provide specialist advice for DOC processes (e.g. concessions) as requested Maintain and develop own specialist knowledge to provide expert advice when required	Opportunities to engage with whānau, hapū and iwi and communities are optimised
Safety and Wellbeing	Contribute to DOC's Health and Safety systems and practices, including Job Safety Analysis Contribute to a strong safety culture and achieving DOC's goal of developing an injury free workplace Take all practical steps to ensure your own safety and the safety of others in the workplace Take into account conditions that affect own and others' health and safety Take a proactive approach to managing your own and others' wellbeing	You comply with the Department's Health and Safety policy and guidelines
Engagement with whānau, hapū, iwi	Have effective relationships with and work collaboratively alongside whānau, hapū, iwi	You receive positive feedback from whānau, hapū, iwi
DOC and Team Contribution	Display good team member behaviours Contribute to an inclusive, trusting and respectful team environment Work with your supervisor/manager to deliver against organisational priorities, and to further the objectives of the team/district Use team process effectively Behave in a way that aligns with DOC's values Abide by DOC's standard operating procedures Work collaboratively with other teams across DOC and contribute effectively to cross-functional teams	You behave in accordance with the Standards of Integrity and Conduct You can tell the 'Conservation Story' at your place i.e. how your work is contributing to the stretch goals You are seen as a team player You have effective relationships across DOC
Work Management and Delivery	Deliver on tasks as set out in work plans, annual expectations, task assignments and Monthly Operating Reviews (MOR) Identify critical issues and risks and ensure they are constructively raised and addressed Manage knowledge and information to ensure it is secure, current and appropriate access protocols are applied	Work plans are delivered on time, to specifications and within budget Managers are aware of obstacles to achievement of performance goals You adhere to DOC's information management protocols

Accountability Areas	Activities	Performance Indicators
Stakeholder/Customer Engagement	Build and maintain effective relationships with key individuals and groups from relevant sectors and organisations Represent DOC and coordinate cross-agency initiatives within own area of responsibility	Your opinion is sought by others You receive positive feedback from customers and stakeholders

Capabilities

Thinking strategically: Sees the bigger picture; keeps abreast of trends; and aligns work with DOC's vision and strategy

Communication and influence: Communicates in a clear and engaging manner and gets others on board

Enhancing organisational performance: Identifies and suggests opportunities to do things differently

Building relationships: Works cooperatively and collaboratively with others across DOC; builds relationships with external stakeholders and partners; and works effectively with local whānau, hapū and iwi

Political savvy: Shows political awareness

Developing others: Shares learnings and experiences with others

Managing work priorities: Plans and organises work to deliver on objectives

Commitment to excellence: Sets high personal and professional standards, and shows a high concern for accuracy

Demonstrating understanding of the Treaty of Waitangi: Demonstrates an understanding of the implications of the Treaty on today's society and conservation

Demonstrating understanding of Māori Tikanga and protocols: Demonstrates comfort engaging and working in partnership with iwi and tangata whenua

Situational awareness: Displays knowledge and awareness of situations; identifies relevant context to develop robust recommendations and make sound decisions

Honesty and courage: Displays integrity and a willingness to speak up

Resilience: Displays composure and a sense of perspective when the going gets tough

Curiosity: Displays openness to different perspectives

Engaging others: Connects with others, builds trust and listens

Achieving ambitious goals: Is committed to delivering on objectives

Self-awareness and agility: Understands self and adapts to change; is development focused

Specialist Skills and Experience

- In-depth knowledge and experience of conservation management (including natural and historic heritage, community and visitor aspirations) gained through a degree qualification in biological or environmental science, or equivalent experience
- Sound appreciation and understanding of engagement opportunities with whānau, hapū, and iwi, community, and businesses to enable pest management programmes
- Sound knowledge and understanding of the wild animal industry in New Zealand
- Understands the work of DOC and delivery mechanisms within the Department
- A sound knowledge of the legislation affecting DOC and government processes, procedures and accountability requirements
- Excellent people skills and a strong drive for results through collaboration
- Excellent communicator, verbally and in writing
- Able to use initiative and independent judgement to deal with critical tasks
- Current full driving licence required

Relationships

External

- Whānau, hapū and iwi in regions of focus
- Stakeholder groups or identified liaison groups, e.g. Tahr Plan Implementation Liaison Group members
- Wild Animal related concessionaires (Wild Animal Recovery, aerially assisted and ground hunting guides)
- Other central government agencies (e.g. LINZ, MPI)
- Regional councils
- General public
- Scientists and science groups

Internal

- Other peers and colleagues
- Operations Issues & Programmes staff, e.g. Plant Pathogens team
- Operations Managers and Senior Rangers in relevant Regional and District offices
- Operations Group
- Biodiversity Group

Authorities

You are required to comply with the standard operating procedures of DOC. 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:
