

Position details	
Position Title	Ranger Project Lead, Freshwater
Manager's Title	Supervisor
Manager Once Removed	Manager, Operations
Unit/Group	Operations
Position Number and Location	400/01463 (Whangarei)
Salary Band	D
Date	June 2020
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

Freshwater quality is a key concern for many New Zealanders. As a significant land manager, conservation partner, natural heritage advocate, and manager of freshwater fisheries, DOC is uniquely placed to contribute to advancing freshwater ecosystem protection and restoration in New Zealand.

Restoring freshwater ecosystems is complex. To achieve this involves working collaboratively and in partnership with tangata whenua, local government, farming and community groups. It involves drawing on a range of technical, partnership and community relations expertise within and beyond DOC.

Freshwater restoration work involves a broad range of approaches such as habitat restoration, threat reduction, invasive freshwater pest control, establishment of water quality or quantity limits, securing legal protection, addressing barriers to fish passage managing fish harvesting pressures, hydrological restoration, freshwater threatened species management, creating ecological linkages and corridors and safeguarding against the predicted impacts of climate change.

Role purpose

To coordinate the planning and delivery of freshwater restoration work.

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
Plan site restoration work	<p>Contribute to the development of the annual operations freshwater work programme</p> <p>Lead projects for designated site(s) to deliver solutions to improving freshwater quality.</p> <p>Ensure plan(s) are underpinned by robust technical advice and SMART objectives</p> <p>Plan frameworks and delivery measures for monitoring and reporting on progress.</p>	<p>You develop plans in collaboration with partners which identify collective goals, pressures, objectives and the full range of methods</p> <p>You seek opportunities to integrate, and leverage off other programmes where relevant</p> <p>You draw support from a cross functional team including technical staff within DOC</p>
Manage Project Implementation	<p>Plan, monitor and coordinate delivery of plan(s) through delivery of the annual operational work plan</p> <p>Develop and manage contracts related to plan delivery</p> <p>Ensure achievement of outputs and milestones necessary to achieve plan objectives</p> <p>Report on progress against objectives</p> <p>Oversee operational project budgets and report on expenditure</p> <p>Implement risk management processes and manage escalated issues and risks</p>	<p>Projects you are responsible for are scoped, planned and delivered on time and within set budget tolerances</p> <p>You raise and seek resolution of critical issues drawing on your cross functional team(s)</p> <p>You draw support from technical and partnership teams within DOC</p> <p>You apply technical advice to annual reviews of your operational programme</p>
Partnership Development	<p>Build and sustain partnerships to plan and implement plans</p> <p>Leverage off expertise and work undertaken by others</p>	<p>You are an excellent communicator and collaborator</p> <p>You proactively engage with others</p>

Accountability areas	Activities	Performance indicators
		<p>You resolve conflicts in a timely and professional manner</p> <p>You draw on advice from the wider team</p>
Safety and Wellbeing	<p>Contribute to DOC's Health and Safety systems and practices, including Job Safety Analysis</p> <p>Contribute to a strong safety culture and achieving DOC's goal of developing an injury free workplace</p> <p>Take all practical steps to ensure your own safety and the safety of others in the workplace</p> <p>Take into account conditions that affect own and others' health and safety</p> <p>Take a proactive approach to managing your own and others' wellbeing</p>	<p>You comply with the Department's Health and Safety policy and guidelines</p>
Treaty Partner Engagement	<p>Have effective relationships with and work collaboratively alongside DOC's Treaty Partner</p>	<p>You receive positive feedback from DOC's Treaty Partner</p>
DOC and Team Contribution	<p>Display good team member behaviours</p> <p>Contribute to an inclusive, trusting and respectful team environment</p> <p>Work with your supervisor and manager to deliver against organisational priorities, and to further the objectives of the team and district</p> <p>Use team process effectively</p> <p>Behave in a way that aligns with DOC's values</p> <p>Abide by DOC's standard operating procedures</p> <p>Work collaboratively with other teams across DOC and contribute effectively to cross-functional teams</p>	<p>You behave in accordance with the Standards of Integrity and Conduct</p> <p>You can tell the 'Conservation Story' at your place i.e. how your work is contributing to the stretch goals</p> <p>You are seen as a team player</p> <p>You have effective relationships across DOC</p>
Work Management and Delivery	<p>Deliver on tasks as set out in work plans, annual expectations, task assignments and Monthly Operating Reviews (MORs)</p> <p>Identify critical issues and risks and ensure they are constructively raised and addressed</p>	<p>Work plans are delivered on time, to specifications and within budget</p> <p>Managers are aware of obstacles to achievement of performance goals</p>

Accountability areas	Activities	Performance indicators
	Manage knowledge and information to ensure it is secure, current and appropriate access protocols are applied	You adhere to DOC's information management protocols
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

- A passion for applied freshwater conservation and specialist expertise in practical habitat restoration or resource management
- A tertiary qualification or equivalent experience and achievements in science or natural heritage management.
- Experience with successfully leading planning, delivery and reporting on operational projects to see deliverables achieved on the ground
- Excellent interpersonal and relationship building skills, and proven ability to successfully deliver projects in collaboration with tangata whenua and a range of partners.
- Skills in written and spoken communication to differing audiences
- Skill in working with experts to understand technical advice, and applying or communicating technical information clearly
- Contract management experience
- Current full driving licence

Relationships

External

- Whānau, hapū and iwi
- Local authorities
- Conservation associates and NGOs
- Science organisations
- Farmers
- Community groups

Internal

- Operations District Leadership team
- Operations Rangers with freshwater restoration duties and other Community and Biodiversity Rangers.
- Advisors and peers in other DOC Groups, especially the Biodiversity and Partnerships Groups

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:
