

Role Description

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| Title | Deputy Director-General, Iwi Strategy and Partnerships |
| Reports to | Director-General |
| Group | Iwi Strategy and Partnerships |
| Direct Reports | Kaihautū/Directors group leadership team |
| Security Clearance Required | Top secret clearance, criminal convictions check |
| Financial Responsibility | By agreement in accordance with annual budget |
| Date | October 2025 |
| Approved By | Director-General |

Public Service

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

I āiane, 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.

About DOC

The Department of Conservation Te Papa Atawhai (DOC) serves to protect and restore nature spaces and species across Aotearoa.

At the heart of our success is our strong DOC culture, built on clear values. Our integrity grounds us, our connections take us further together, we empower ourselves and others to do the best work, so we achieve more for nature and New Zealand.

Purpose of this Position

The Deputy Director-General (DD-G), Iwi Strategy and Partnerships is responsible and accountable for leading DOC's strategic approach and advice to realise the Treaty partnerships for conservation and nature; for monitoring of our partnerships and relationship effectiveness; and for relationships and partnering with iwi.

The role supports DOC to shift to a strategic and mature approach to partnering with whānau, hapū and iwi that delivers great results for conservation, nature and for Aotearoa New Zealand. Our leadership and partnering must be consistent with Section 4 of the Conservation Act.

This role is also accountable for Ngā Whenua Rāhui which enhances biodiversity on whenua Māori and contributes to overall biodiversity protection.

The DD-G, Iwi Strategy and Partnerships is responsible for assurance and oversight of the end-to-end Treaty settlement system, monitoring DOC's progress against settlement obligations, and ensuring DOC is considered a trusted and respected partner. They ensure DOC is leading practice to give effect to Treaty principles and section 4 and embedding them into excellent professional practice, reflecting intent and aspirations.

The DD-G, Iwi Strategy and Partnerships is a member of DOC's Senior Leadership Team (SLT). As an SLT member the DD-G leads the organisation as it embeds its organisational strategy and helps DOC mature as an honourable Treaty partner to deliver conservation and nature outcomes. The DD-G also leads other issues of strategic importance as required.

All SLT members have collective accountability to bring DOC's strategy and priorities to life and to build an organisation where people can deliver their best, feel empowered to make a difference and see this as a place where they are proud to work.

As a member of SLT, the DD-G ensures DOC is developing strong systems and processes and effective governance and management.

Key Result Areas

The DD-G is responsible for leading DOC's Iwi Strategy and Partnerships Roopū. This Group ensures DOC has the right approach to partnerships and strategic settings in place to deliver on our outcomes for conservation and to be an honourable Treaty partner.

This role has the primary responsibility for:

- Leading DOC's Treaty strategy and partnerships work so that DOC is honouring its role as a Treaty partner and delivering on Section 4 of the Conservation Act.
- Leading DOC's approach to developing and sustaining effective Treaty partnerships and relationships, whether settled or in the Treaty negotiation process.
- Working with the SLT to support an organisation-wide approach to embedding te ao Māori approaches, including mātauranga Māori knowledge systems in conservation and nature outcomes.
- Convening the network of Kaihāutu, Pou, and Treaty Settlement Rangers across the organisation to ensure alignment with the Treaty strategy and plan and to sustain the wellbeing of the network. This DD-G has reporting line responsibilities for some of these staff.
- Lead the implementation of and reporting on the Whāinga Amorangi framework and other critical capability offerings to enable and equip staff as we mature as an honourable Treaty partner.
- Supporting DOC's Treaty settlement negotiations to ensure outcomes and redress are well developed and implemented.
- Leading monitoring and oversight of DOC's progress against its Treaty settlement obligations, and ensuring oversight and visibility for the SLT.
- Leading DOC's assurance approach to assessing our interpretation and application of giving effect to the Treaty principles (Section 4 of the Conservation Act) in all aspects of DOC's work.
- Convening Te Kawai Aho Tapu (Māori staff network) to connect on matters Māori and the wellbeing of kaimahi Māori.

General requirements

Respond to DOC's changing needs, performing other tasks as reasonably required.

DOC may make reasonable changes to the positions in consultation with the job holder. This could include adjustment of the allocation of portfolios and responsibilities among members of the Senior Leadership Team from time to time.

Be visible, open and engaging, proactive and agile. Move towards problems and challenges and do not put up boundaries or assume something is someone else's responsibility.

Maintain a strict sense of personal ethics, maintain confidentiality and privacy, and abide by DOC's Code of Conduct.

Key Accountabilities

| Accountability | Including |
|---|---|
| Ensure DOC develops and delivers on its vision and strategy and provides ongoing stewardship for conservation | <ul style="list-style-type: none">Bring a range of perspectives and information to the table to ensure DOC's strategy and vision are fit for purposeDevelop a critical view of the opportunities and challenges to achieving DOC's goalsIdentify opportunities across DOC and the system to collaborate and improve outcomesLead collaboration across the organisation and encourage others to make a difference for conservation |
| Build strong and effective relationships with our Treaty Partner and a wide range of external stakeholders | <ul style="list-style-type: none">Actively provide opportunities for Treaty partnership to be expressed in our everyday workSet clear expectations to embed te ao Māori in our work, and to give effect to the principles of the Treaty of Waitangi (section 4, Conservation Act)Implement the government's Whāinga Amorangi frameworkUnderstand the objectives of our Treaty Partners and external stakeholders and identify critical risks, issues, and opportunities |
| Develop and maintain a long-term plan that supports DOC's goals and vision | <ul style="list-style-type: none">Work collectively with the Senior Leadership Team to balance the resources available to achieve the best outcomes for conservationEnsure disciplined budget, planning and prioritising is carried out across the Group |
| Oversee the delivery and implementation of the Group's plan | <ul style="list-style-type: none">Manage a broad range of work priorities and an overview of diverse work commitmentsWork smarter, drawing on the network of capabilities across the organisation to successfully deliverLead improvements to systems and processes for gains in organisational effectiveness and efficiencyEnsure comprehensive performance monitoring to regularly assess progress and identify areas of risk or concernRespond to critical issues or opportunities as required |

| Accountability | Including |
|--------------------|--|
| Support our people | <p>Support all people to bring their whole selves to work, achieving their personal development goals and meet DOC's aspirations</p> <p>Develop leaders through effective coaching and mentoring and development opportunities</p> <p>Create a positive work environment to support a high performing and engaged workforce</p> <p>Set clear expectations and outcomes for senior leaders and managers and manage performance</p> <p>Set long-term initiatives to develop capability</p> |

Relationships

| Internal | Nature of the Relationship |
|--|---|
| DOC Senior Leadership Team | <p>To coordinate strategies and collaborate on facilitating work programmes</p> <p>To provide support to other Groups and contribute to initiatives across the organisation</p> |
| Direct Reports | To provide direction and guidance on process, intellectual leadership, strategies, work programmes, individual development and management support |
| Group Leadership Team | To share information, coordinate business and work plans, lead decision making, facilitate and guide implementation of strategy |
| External | Nature of the Relationship |
| Ministers' Offices | To support the Minister(s) |
| Treaty Partner | To apply the principles of the Treaty of Waitangi to our work |
| Peers in other government agencies, nationally and internationally | To facilitate active collaboration, build strong networks and build knowledge |
| Conservation sector, nationally and internationally | To lead and facilitate active networks, collaborate, and build, capture and share knowledge and information |

Capability

| Capabilities Required | |
|-------------------------------|---|
| Function | <p>In-depth theoretical and applied knowledge of Māori Crown relations and specifically regarding DOC's goals and priorities</p> <p>Detailed theoretical and applied knowledge of kaupapa Māori methodologies and frameworks</p> <p>Broad knowledge of mātauranga Māori relevant to the work of DOC</p> <p>Detailed knowledge and understanding of the Treaty of Waitangi, with national knowledge of Treaty settlements as they relate to the work of DOC</p> <p>Executive leadership experience in a large and complex organisation</p> |
| People Leadership | <p>Demonstrated ability to lead and manage senior leadership teams using effective role modelling, delegation and performance management skills</p> <p>Comprehensive coaching and mentoring skills</p> <p>Able to motivate and inspire others</p> |
| Decision Making and Reasoning | <p>Able to demonstrate astute judgement and decision-making in senior roles and high-stake situations</p> <p>Able to apply high level analytical or creative reasoning to solve complex problems and devise strategies and policies</p> <p>Able to integrate wide ranging information to support effective decision making</p> <p>Practiced at seeking different perspectives to check for and mitigate unconscious bias</p> |
| Collaboration | <p>Able to find common ground and solve problems</p> <p>Able to solve problems with peers, gain trust easily and support peers and encourage collaboration</p> <p>Demonstrates and fosters collaboration at an organisational and sector level</p> |
| Organisation Leadership | <p>Track record of successful strategic leadership and management, with high level strategic capability</p> <p>Demonstrated ability in, and experience of, leading change</p> <p>Able to establish self as a trusted senior adviser to sector/ government leaders, and proactively inform and provide frank advice on sensitive issues</p> <p>Has a broad and detailed knowledge of government systems and structures</p> <p>Has a broad understanding of government processes and politics and key interfaces with government and other public sector agencies</p> |

| Capabilities Required | |
|---|---|
| Delivery of Results | <p>Able to manage and deliver on diverse work priorities by effectively allocating time and resources</p> <p>Demonstrates planning and organising skills in large and complex projects, and situations involving many people and groups in a medium-long time frame</p> <p>Able to manage risk effectively through appropriate identification, categorisation, evaluation and mitigation</p> |
| Relationship Building and Stakeholder Management | <p>Able to influence a range of audiences from Ministers to the New Zealand public, and across international fora</p> <p>Able to build personal connections with and understand the perspective of senior Treaty Partner representatives and other stakeholder leaders</p> <p>Able to build an understanding of Treaty Partner and other stakeholder perspectives in complex, external settings</p> |
| Commercial and Financial Management | <p>Demonstrated commercial experience and expertise</p> <p>Demonstrated negotiation skills in complex and high-stakes situations</p> <p>Able to manage risk effectively through appropriate identification, categorisation, and evaluation and/or mitigation</p> |
| Interpersonal Skills / Communication | <p>Able to communicate clearly and sensitively with a very wide range of internal and external audiences</p> <p>Gains active participation and/or support for initiatives, from senior leaders, staff, and other relevant senior stakeholders</p> |

You are required to comply with the standard operating requirements of DOC, i.e., you must comply with the financial, health and safety, people, legal and other delegations set out in Standard Operating Procedures, policies and instructions (refer to the Intranet for further information).