

Role Description

Title	Senior Iwi Strategy and Partnerships Advisor
Manager Title	Relationships and Engagement Manager Monitoring and Assurance Manager (Treaty) Capability Development Manager (Treaty and Māori) Kaihautū Strategy and Policy (Treaty)
Directorate and Group	Iwi Strategy and Partnerships
Band	T5 F
Date	7 April 2026
Approved By	D-DG Iwi Strategy and Partnerships

Public Service

Ka mahitahi mātou o te ratonga tūmatanui 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.

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.

Role purpose

The purpose of this role is to lead and support the delivery of DOC's Treaty and iwi partnership responsibilities by contributing to strategies, projects and programmes that help the Department uphold Te Tiriti o Waitangi/the Treaty of Waitangi.

The Senior Advisor provides high-quality advice, supports relationship building with iwi, hapū and whānau, and helps ensure DOC's work reflects Treaty settlement redress and local

partnership expectations. The role contributes to improving DOC's capability to work as an honourable Treaty partner, aligning with the direction set by Principal Advisors and Kaihautū leadership.

General

Employees are required to respond to DOC's changing needs, performing other tasks as reasonably required.

DOC may make reasonable changes to the role in consultation with the role holder.

You are required to maintain a strict sense of personal ethics, maintain confidentiality and privacy, and abide by the Code of Conduct.

Accountabilities

Accountability	Including
Leadership and Integration	Identify issues and opportunities within the Treaty partnerships area. Lead the design and implementation of initiatives, programmes and workstreams as assigned, ensuring alignment with related work across DOC. Report on the progress and effectiveness of interventions and highlight improvement opportunities.
Leadership Support	Prepare analysis, advice and planning documents to support the Manager and Principal Advisors Contribute to papers for leadership forums, including Treaty Oversight and senior management meetings. Assist in identifying risks and issues relating to Treaty relationships and escalate appropriately.
Treaty Partnership	Engage with iwi, hapū and whānau with guidance from senior colleagues. Build and maintain effective relationships to support DOC's partnership responsibilities. Lead preparation, coordination and follow-up for engagement, hui, wānanga and cross-agency work.
Collaboration and relationship management	Working collaboratively with teams across DOC and contributing effectively to cross-functional teams Building and maintaining effective relationships with key individuals and groups from relevant sectors and organisations Representing DOC and coordinating cross-agency initiatives within area of responsibility
Work management and delivery	Delivering on tasks as set out in work plans, performance expectations, and task assignments

Accountability	Including
	Identifying critical issues and risks and ensure they are constructively raised and addressed Managing knowledge and information to ensure it is secure, current, and appropriate access protocols are applied Taking all practical steps to ensure your own safety and the safety of others

Capability

Capabilities required	
Specialist skills, knowledge, and qualifications	Strong understanding of Te Tiriti o Waitangi, its principles, and application in public sector and operational contexts. Working knowledge of Treaty settlement redress and implications for DOC's work. Experience working with iwi, hapū and whānau and engaging in kaupapa Māori settings. Strong written and verbal communication skills; able to prepare clear advisory material. Ability to support medium-complexity projects or components of large programmes. Some proficiency in te reo Māori and confidence engaging in tikanga-based contexts. Relevant tertiary qualification or equivalent experience.
Collaboration, relationship building, communication and interpersonal skills	Interacts productively with a wide range of people Seeks and considers other perspectives Works effectively to solve problems, gains trust easily and supports peers Demonstrates and fosters collaboration across teams
Organisation contribution	Provides considered feedback and input to decision making Identifies and suggests opportunities to do things differently Proactively seeks to understand organisational and wider context of role
Delivering results	Plans and organises work to deliver on objectives High personal and professional standards and accuracy
Treaty Partnership	Understands where the Māori Crown relationship is important to DOC Able to use day-to-day te reo and tikanga at work, e.g. waiata and pepeha Knows to seek advice or support when required

Key working relationships

Internal	External
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Peers and colleagues Kaihautū, Directors and Managers	Te Puni Kōkiri Whānau, hapū and iwi Other Government Agencies
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You are required to comply with the standard operating requirements of DOC, i.e., you must comply with the financial, health and safety, legal, people and other delegations set out in Standard Operating Procedures, policies, and instructions (refer to the Intranet for further information).