



Ngākau aroha Have heart

Kotahitanga Better together

Kia māia Be brave

Mahia Nail it

Position Description

Title: Principal Transport Planner
Group: Transport Services
Reports to: Practice Lead Transport Planning
Band: 18
Date: August 2021

Context

Our purpose ***Waka Kotahi. Moving. Together***
 A land transport system connecting people, products and places for the thriving Aotearoa.

Group and team purpose Our Transport Services Group plan, design, build, operate and maintain an integrated transport system which reflects our plans and priorities and to provide, improve and maintain the land transport system to effectively enable transport services.

Position purpose The purpose of this role is to lead national transport planning initiatives through the phases of business case development, from confirming the strategic purpose and direction, through the optioneering process, to identifying a recommended programme of work and subsequent recommended project option, including support of the pre-implementation phase.

Key relationships

Internal:

- Regional Manager System Design
- Regional Principal Transport Planner
- Other Regional Managers and Director Regional Relationships
- Other Planners and Project Managers
- Subject matter experts involved in project development
- Lead Strategic Planners
- Transport Services group
- All other business groups

External:

- Other Government agencies
- Local and Regional Councils
- Tangata whenua
- Stakeholders
- Customers
- Consultants and Contractors
- Transport sector representatives

Dimensions **Location:** National roles

What the position involves

Accountabilities

As well as being accountable for the Waka Kotahi NZ Transport Agency values and behaviours, your role has the following specific key accountabilities:

- Lead, develop, and promote sound solutions to transportation issues that are safe, responsive, innovative and maximise outcomes while taking a whole of network system design led approach to planning across modes, functions, place and time
- Prepare and review clear and concise investment business cases for strategies, programmes and projects with recommendations to Waka Kotahi decision makers
- Work with internal teams and external stakeholders to prioritise integrated land use and transport planning to support achievement of Waka Kotahi priorities
- Bring a critical eye to technical data to explain, in simple terms, the cause, effect and consequence
- Liaise across technical and other agency disciplines within Waka Kotahi and wider sector to draw information together and provide best for outcomes advice
- Contribute to the delivery of projects within time, cost and quality standards
- Clearly articulate risks, opportunities and mitigations and ensure these are appropriate reported and escalated
- Ensure assigned projects are programmed to deliver on the state highway forecast for the region
- Mentor and support with leadership of Senior Transport Planners and Planners
- Establish and manage relationships with key internal and external partners and stakeholders
- Identify and take advantage of opportunities for continuous improvement in business processes and in doing so deliver improved value to customers and stakeholders
- Represent Waka Kotahi at various transport forums and public engagement events

There is an expectation that the role accountabilities may evolve over time. You may also be involved in other activities as part of a career and development plan. These will be reflected in your performance and development goals that are set in discussion with your People Leader.

Working effectively with Māori

Te Ara Kotahi – our Māori Strategy – supports Waka Kotahi to work effectively with Māori and is underpinned by uara (values) and our mātāpono (principles) of – Rangatiratanga, Manaakitanga, Kaitiakitanga, Whanaungatanga, Te Tiriti o Waitangi, Mana o te Reo, Huna Kore (no surprises approach), Auahatanga (creativity and innovation), Whakaponono (integrity and honesty) and in recognition of Cultural Values.

As Waka Kotahi is an agent of the Crown, Te Tiriti o Waitangi/The Treaty of Waitangi is important to everything we say or do. We recognise it as an enduring document central to New Zealand's past, present and future. Building and maintaining meaningful relationships is important to work effectively with Māori, stakeholders and other agencies.

We accept our privileged role and responsibility to the partnership of the Treaty of Waitangi / Te Tiriti o Waitangi.

Values and Behaviours

Our values and behaviours underpin everything we do and form the core behavioural expectations for your role.

NGĀKAU AROHA Have heart means we have the wellbeing of our people, community and planet at the heart of everything we do. As Waka Kotahi we:

- Contribute to a safe and sustainable work environment.
- Show respect for all people.
- Treat others how we would like to be treated.
- Are inclusive and connected

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- Look out for each other

KOTAHITANGA *Better together* means we achieve great things when we work together to build trusted relationships inside and outside of Waka Kotahi. As Waka Kotahi we:

- Build better relationships
- Join up our thinking and our doing
- Remove barriers to collaboration
- Seek and listen to others to learn and grow
- Invite conversation and feedback and always improve

KIA MĀĪA *Be brave* means our outcomes are better when we bring courage and self-belief to our passion and purpose. As Waka Kotahi we:

- Speak up when it matters
- Challenge to achieve the right outcome
- Make and own the tough decisions
- Find different perspectives to challenge thinking
- Face up to the difficult issues

MAHIA *Nail it* means we create enduring legacy, delivering our best work every day. As Waka Kotahi we:

- Are clear on what's important
- Deliver on the right outcomes
- Hold ourselves to account
- Help others succeed
- Celebrate success

As a member of the state sector we also hold ourselves to the highest standards of integrity and conduct.

SPIRIT OF 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.

More information on all the behaviours and standards are included in the Waka Kotahi Te Tikanga Whanonga – Our Code of Conduct.

The value you will bring

Knowledge and experience:

- The ability to model effective leadership, mentor, and develop other members of the team while helping build a strong team environment
 - In depth experience, in a similar role, with significant transport planning studies, including option development and evaluation
 - Experience preparing, reviewing and improving complex business cases
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- Experience working with partners and stakeholders to shape priorities
 - Experience managing professional services contracts and reviewing outputs in association with subject matter experts
 - An awareness and understanding of the social and environmental impacts that can result from enhancing the transport system
 - The ability to identify and design useful and enduring indicators and measures
 - The ability to interpret outputs from transportation models
 - A good understanding of economic evaluation principals
 - Numerical and quantitative data interpretation skills
 - Excellent influencing and negotiating skills
 - Sound project management skills, including a high delivery focus and excellent attention to detail
 - Strong analytical skills and the ability to apply rigorous knowledge and methods
 - Excellent written and verbal communication

Qualifications:

- A tertiary qualification in Transport Planning, Engineering or other relevant discipline is essential (post graduate is desirable)
- Membership of a professional body is desirable
- Current and valid New Zealand driver's licence (or equivalent)

You will demonstrate knowledge of, or a willingness to gain an understanding of Te Ao Māori and promote tikanga and Te Reo Māori. You will also have knowledge of, or a willingness to gain an appreciation of te Tiriti o Waitangi (the Treaty of Waitangi) as it applies in the public sector.

To learn more about what we do visit www.nzta.govt.nz