



Ngākau aroha Have heart

Kotahitanga Better together

Kia māia Be brave

Mahia Nail it

Position Description

Title:	Regional System Design Advisor
Group:	Transport Services
Reports to:	Regional Manager System Design
Band:	18
Date:	November 2022

Context

Our purpose

Waka Kotahi. Moving. Together

A land transport system connecting people, products and places for the thriving Aotearoa.

Transport Services is an end-to-end business group that focuses on our transport system – from policy and planning, through design and delivery, to maintenance and operations. We have some of the most capable and motivated people in the industry providing a transport system that enhances the way New Zealanders live, travel work and connect.

Working in partnership, we bring transport ambitions to life by designing it right, from the start.

Group and team purpose

- We put people & communications at the centre of our design, with a system view that delivers choice, safety and sustainability in our integrated transport solutions
 - We initiate projects with experts working together at the start, making sense of requirements to ensure we're building the right thing, the right way
 - We work with Approved organisation on shared transport investments and activities that best achieve regional ambitions and support a thriving New Zealand economy
 - We use our expertise in road safety and safety in design to improve the safety and performance of the transport system.
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Position purpose

In System Design we work with our partners and stakeholders to ensure Waka Kotahi does its bit to plan, design and deliver great outcomes for our communities. The Regional System Design Advisor is crucial to this mahi. With a strong understanding of transport, the machinery of government and relationships, and their ability to work in a complex, multifaceted and ambiguous environment, the Regional System Design Advisor works with internal and external partners to deliver regional transport strategy and outcomes.

The Advisor has a central role in leading regional transport work, including the development of strategy such as the regional public transport plans. They are a central point for stakeholder relationships. They provide leadership to ensure coordination of regional transport work and ensuring the broader context is understood. As strong

communicators, they are crucial to bringing internal and external stakeholders and partners together to achieve our shared purpose. This regionally based role is part of a national System Design team with strong linkages into the broader Waka Kotahi organisation. This connection is essential for ensuring regional outcomes, learnings and work are strongly connected to national direction and priorities, and that the regional insights and learnings are shared back into the national organisation.

Key relationships

Internal:

- National Manager System Design
- Regional Leadership Teams
- Function and programme leads across environmental planning, local government partnerships, investment, Road to Zero
- System Managers
- Environmental Planning Team Leads
- Local Government Partnership Team Leads
- Locally based Investment Advisors
- Road to Zero Team
- Ministerial Services
- Project Managers
- System Design staff
- Transport Services group
- All other business groups

External:

- Other Government Agencies
- Local and Regional Councils
- Stakeholders
- Consultants

Dimensions

Location: Flexible

What the position involves

Accountabilities

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

- Provide expert advice to the Regional Manager System Design to support the regional Waka Kotahi inputs into the Regional Land Transport Plans and State Highway Investment Proposal, leading to the National Land Transport Plan. This will be done by working closely with a range of teams across Waka Kotahi.
- Lead and undertake analysis and review of transport strategies, plans, pipeline, processes and work, identifying emerging issues and continuous improvement opportunities and developing evidence-based options and strategies, to ensure outcomes are delivered, problems are resolved, risks are mitigated, and lessons learnt are embedded.
- Work in partnership with others to ensure that the regional story accurately reflects current investments, activities, projects, priorities, issues, risks, opportunities, future ambitions, and bringing the regional view into national programmes. Be a leader in the communication of the regional story internally and externally.
- Ensure the direction agreed in urban growth and spatial plans informs the work of System Design to achieve the outcomes required by national directions.
- Ensure the regional leadership team and Transport Services senior leaders have an up-to-date view of work in the region, including pipeline, alignment with national programmes, priorities, planning and implementation.
- Work with the regional team to identify, shape and promote transport solutions that are safe, responsive, innovative, integrated and maximise outcomes. This will mean taking an integrated approach that recognises the interdependent nature of land use

and transport and takes a whole of network system design led approach to planning across modes, functions, place and time.

- Provide expert advice and information to inform and support transport directions.
- Support the creation and maintenance of strong partnerships with tangata whenua and mana whenua.
- Manage relationships through effective communication, negotiation, and issues management to ensure partners and stakeholders are engaged and outcomes are met. This includes working closely with internal stakeholders, notably Local Government Partnerships, Environmental Planning, Lead Strategic Planners and Maintenance & Operations, to ensure co-ordinated relationships management.
- Oversee the preparation of high-quality reports, OIA responses, briefs and correspondence to inform or respond to Waka Kotahi and/or Government requests.
- Represent Waka Kotahi at advisory and steering groups, external transport forums and public engagement events.
- Being an active member of the System Design Extended Leadership Team.

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
- 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 MĀIA *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

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- 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 public service 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 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 hāpori, 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:

- A minimum of five years of experience in transport system design, planning or management.
- Strong understanding of the machinery of government, including central and local government transport related responsibilities and the Waka Kotahi investment approach.
- An understanding of Te Tiriti o Waitangi and experience of building and maintaining strong partnerships with tangata whenua.
- Significant experience in quickly building and managing effective relationships, negotiating and influencing to deliver transport system outcomes.
- Strong verbal and written communication skills – the ability to tell a compelling story, translating complex topics and issues at the correct level to influence the audience.
- Strong analytical skills and the ability to apply rigorous knowledge and methods.

Qualifications:

- Tertiary level qualification in a related discipline or equivalent experience.
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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