



Position Details	
Position Title	Whitebait Fishery Manager
Manager's Title	Director Aquatic
Unit/Group	Aquatic/Biodiversity
Position Number and Location	T 500/10000/2
Duration of Fixed Term	6 months
Tier	Tier 4
Date	October 2021
Line/Service/Support	Support

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 whitake 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

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.

Project Context

The Biodiversity Group has an ambitious, multi-faceted programme of work aimed at delivering significant conservation outcomes. This includes working in partnership with iwi and others to nationally lead the Whitebait Management programme.

Government approved changes to the whitebait regulations in 2021 and these will be rolled out over three seasons. The Whitebait Management programme includes both the implementation of the new regulations consistently across the country and the development and implementation of a longer-term fishery management approach.

Purpose of the Role

Lead and be accountable for the Whitebait Management programme.



Reason for Fixed Term

This position is fixed term to ensure programme leadership and progress while the Department’s wider approach to whitebait management is developed and resourced. By the end of the term, the aim is to have the programme integrated into core business.

There can be no expectation of continued employment in this role beyond this fixed term.

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
Fishery management	<p>Provide thought leadership on fishery management including advice and recommendations on how to best manage the whitebait fishery</p> <p>Engage with interested parties, undertake fishery management, commission/drive social and economic information gathering and analysis and coordinate with, or commission, biology/conservation information gathering and analysis, to sustain and improve understanding and management of the fishery</p> <p>Develop and establish a fishery management approach for whitebait</p> <p>Lead the ongoing management of the fishery, in line with Ministerial direction and decisions</p> <p>Maintain familiarity with fishery research, management and operational needs</p>
Programme management	<p>Develop and deliver a clear, strategically aligned work programme to improve management of the whitebait fishery, ensuring this work programme is culturally, intellectually and evidentially robust and effective and efficient in fishery management</p> <p>Drive and monitor the delivery of work; assess the effectiveness of the programme and adjust as necessary; effectively manage risks and issues</p> <p>Ensure whitebait work is planned/tasked across Operations regions and districts including through business planning, work programmes and budgets</p> <p>Act as the internal and public face of DOC’s whitebait programme</p> <p>Ensure whānau, hapū and iwi, partners, stakeholders and the public are involved and informed appropriately</p>
People Leadership	<p>Model exemplary management and leadership behaviours</p> <p>Inspire, motivate, and encourage your team to deliver on the Department’s outcomes</p> <p>Model and reinforce the Department’s way of working (single point accountability, team process and leader-led) across your team/district</p>



Accountability areas	Activities
	<p>Deliver on tasks as set out in work plans, annual expectations, task assignments and Monthly Operating Reviews (MOR)</p> <p>Support the learning and development of your team (individually and collectively) by ensuring every team member has up to date Development Plan and receives regular feedback</p> <p>Appropriately delegate and assign tasks and projects</p> <p>Foster an open, collaborative, inclusive workplace culture and take action to create and support a diverse workforce</p> <p>Manage the performance of your team in a way that inspires trust, respect and continuous improvement in performance</p> <p>Have a plan that ensures the right capability for the team including succession, recruitment, and development opportunities</p>
Safety and Wellbeing	<p>Lead Safety and Wellbeing systems and practices across your team, including Job Safety Analysis and Management by Walk About (MBWA)</p> <p>Actively manage and support the wellbeing of your team</p> <p>Provide leadership in achieving DOC's goal of developing an injury free workplace</p> <p>Lead culture change where safety and wellbeing is a key to success and the only acceptable goal is to be injury free</p> <p>Take all practical steps to ensure your own safety and the safety of others in the workplace</p> <p>Ensure staff rehabilitation reflects our commitment to the principles of early return to work</p>
Whānau, hapū, iwi	<p>Maintain close knowledge of whānau, hapū and iwi where you work ("at place")</p> <p>Engage in strong productive relationships in partnership with whānau, hapū and iwi to align conservation goals with the principles of the Treaty of Waitangi</p> <p>Ensure statutory obligations arising from section 4 of the Conservation Act and from Treaty settlements are met</p> <p>Demonstrate cultural capability and ensure leader led behaviour through the use and promotion of te reo and tikanga</p>
DOC and Team Contribution	<p>Display good team member behaviours</p> <p>Contribute to an inclusive, trusting and respectful team environment</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>Work alongside your peers and Director to support an engaged Unit</p> <p>Behave in accordance with the Standards of Integrity and Conduct</p>



Accountability areas	Activities
Stakeholder/Customer Engagement	<p>Build and maintain effective relationships with key individuals and groups from relevant sectors and organisations</p> <p>Lead the representation and co-ordination of cross-agency initiatives within own area of responsibility</p> <p>Work with other Business Groups and Units to ensure a consistent and collaborative approach to stakeholder engagement</p>
Management and Delivery	<p>Manage the work of the Unit effectively by:</p> <ul style="list-style-type: none"> • Planning, monitoring and reporting on work • Managing resources and processes effectively • Managing the programme’s budget

Capabilities

Leading strategically: Embeds, implements and engages others in the unit or region’s vision and strategy; and thinks and acts strategically

Leading with influence: Communicates clearly and with impact, and inspires, motivates and influences others

Enhancing organisational performance: Drives system and process improvements and supports innovation within the team

Enhancing system performance: Builds strong relationships across DOC and builds key relationships and makes connections with external stakeholders and partners to achieve conservation outcomes

Builds effective relationships with local whānau, hapū and iwi and/or contributes to DOC’s wider relationship with Māori

Leading at the political interface: Supports resolution of political issues and demonstrates political savvy

Enhancing people performance: Sets clear expectations for staff, reinforces, rewards and celebrates high performance, and addresses issues promptly

Developing diverse talent: Effectively coaches, gives feedback and takes a purposeful approach to building staff and team capability

Enhancing team performance: Builds a cohesive and high performing team and a high functioning and inclusive team culture

Achieving through others: Delegates appropriately and sufficiently, and maintains the right level of oversight of work

Managing work priorities: Plans, prioritises and organises work to deliver on short and long-term objectives

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

Exercising judgement: Displays judgement in applying knowledge of the situation and relevant context to make sound and unbiased decisions

Honesty and courage: Displays integrity, courage and decisiveness

Resilience: Displays composure and a sense of perspective when the going gets tough; adopts habits to maintain personal balance and wellbeing

Curiosity: Displays openness to different perspectives

Engaging others: Connects with others, builds trust and listens

Self-awareness and agility: Displays self-awareness, is development focused, reflects on and adapts approach in changing circumstances

Achieving ambitious goals: Is accountable and committed to achieving ambitious outcomes

Specialist Skills and Experience

- Postgraduate qualification in fisheries science or equivalent experience
- Understanding of the ecology and dynamics of the whitebait fishery and its fishers
- Detailed understanding of social science research methods and the dynamics of fisher participation in particular
- Proven ability in fishery management and in developing/improving approaches to fishery management
- Proven ability in developing relationships, communicating and liaising with multi-disciplinary teams, senior managers, partners and stakeholders
- Proven ability in developing strong productive relationships and working in partnership with whānau, hapū and iwi
- Proven ability to lead programmes in a complex and changing environment
- Proven ability to plan, organise work and resources, and deliver/meet timeframes over a programme of work
- Understanding of risk management and proven ability in identifying and clearly describing existing and potential risks, as well as their wider impact
- Proven ability in monitoring programme budgets, financial forecasting and reporting
- Excellent written, presentation and oral communication skills
- Current full driving licence

Relationships

External

- Whitebaiters and other fishery stakeholders
- Whānau, hapū, iwi
- Customary fishery managers
- Māori led organisations
- Government and statutory agencies
- Regional/local government entities
- Conservation and special interest groups
- Consultants and contractors
- External science and research providers

Internal

- Office of the Minister of Conservation
- Peers and colleagues
- Other Tier 4 managers in the Biodiversity Group
- Directors and managers, and their staff, in other DOC 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:
