

A wānanga as provided under section 398D of the Education and Training Act 2023, is characterised by “Māori, and have been instrumental in establishing; a wide diversity of teaching and intellectual endeavour that is closely interdependent; associated with higher learning; and are kaitiaki of mātauranga Māori, te reo Māori, and Tikanga Māori within the tertiary education sector. A wānanga positions themselves within the networks of Indigenous tertiary institutions across the world and contribute to the setting of international Indigenous standards of teaching and intellectual endeavours”.

Tūranga Position	Enterprise Change Manager	
Uepū / Wāhanga Department	Te Pae Tawhiti Office	
Takiwā / Rohe District	Te Puna Manaaki	
Wāhi Mahi Location	Te Puna Manaaki – Te Awamutu	
Whakatau ki Reports to	Transformation Programme Director	
Māka Pūtea Salary Grade	9	
Wā Roanga Tenure	Two-year Fixed Term	
Ngā Rōpu Whaihua Functional Relationships	<u>Internal</u> <ul style="list-style-type: none"> • Kaiwhakatere • Ngā Pouwhakahaere • Te Mana Whakahaere and Governance committees • TPT Office dedicated and support kaimahi • Directors • Kaimahi 	<u>External</u> <ul style="list-style-type: none"> • Consultants • External Stakeholders (Contractors and Suppliers) • Taura, iwi, hapū and whānau • Relevant external agencies and providers (TEC, MoE, NZQA)

Pūtake Tūranga - Role Purpose

The Enterprise Change Manager is a senior role within the Te Pae Tawhiti (TPT) Change Transformation Office at Te Wānanga o Aotearoa, responsible for designing, delivering, and embedding change strategies across the entire organisation. This role focuses on ensuring that enterprise-wide transformation initiatives achieve their intended outcomes by enabling kaimahi (staff), taura (students), and stakeholders to adapt to new processes, systems, and cultural shifts.

The Enterprise Change Manager operates distinctly from HR Change Readiness roles by focusing on the overarching strategic and organisational impact of change rather than individual or team-level readiness. This role provides leadership and oversight to ensure change is managed holistically, culturally aligned, and integrated across multiple workstreams.

Key Objectives	Key Accountabilities
Enterprise Change Strategy:	<ul style="list-style-type: none"> • Develop and implement the enterprise-wide change management strategy to support Te Pae Tawhiti transformation initiatives. • Align change strategies with organisational goals and Kaupapa Matua. • Ensure that change is managed consistently across the portfolio while adapting to the unique needs of each initiative.
Stakeholder Engagement and Alignment:	<ul style="list-style-type: none"> • Identify, analyse, and engage stakeholders across all levels of the organisation to ensure alignment and buy-in for change initiatives. • Facilitate collaboration between business units, change leads, and transformation teams to integrate change efforts effectively. • Act as a trusted advisor to senior leaders, providing guidance on managing complex change dynamics.
Change Impact and Readiness:	<ul style="list-style-type: none"> • Lead enterprise-wide assessments to understand the impact of change on people, processes, and systems. • Develop and execute change readiness plans to prepare the organisation for transformation, ensuring kaimahi and taurira are supported through transitions. • Address organisational barriers to change and implement strategies to overcome resistance.
Change Integration:	<ul style="list-style-type: none"> • Coordinate with the Tangata Change Readiness Lead, Programme Manager, Technology Change Lead, and other change leads to ensure alignment and integration across all workstreams. • Oversee the embedding of change initiatives into business-as-usual operations, ensuring sustainability and long-term success.
Change Communications and Training:	<ul style="list-style-type: none"> • Collaborate with the Change Communications Specialist to develop and deliver tailored messaging to support change adoption. • Work with relevant teams to create and implement training programs that build the capabilities needed for successful transitions. • Ensure all communication and training efforts reflect tikanga Māori and Kaupapa Matua Principles.

Key Objectives	Key Accountabilities
Change Monitoring and Evaluation:	<ul style="list-style-type: none"> • Define and track change metrics to measure adoption, engagement, and overall impact. • Provide regular reports and updates to the Transformation Programme Director and other senior leaders on change progress, risks, and successes. • Use data and insights to continuously improve change management practices.
Cultural Alignment:	<ul style="list-style-type: none"> • Collaborate with the Māori Cultural Alignment and Engagement Lead to ensure all change strategies uphold and reflect Kaupapa Matua principles. • Advocate for cultural alignment as a core component of all change initiatives.
Leadership and Mentoring:	<ul style="list-style-type: none"> • Provide leadership and mentoring to kaimahi involved in change efforts, building organisational change capability. • Serve as a role model for adaptive and inclusive leadership during times of transformation.
Environmental, Safety and Wellness Management:	<ul style="list-style-type: none"> • Demonstrate a commitment to Te Wānanga o Aotearoa health and safety rules and procedures and take reasonable care to look after your own health and safety at work, your fitness for work, and the health and safety of others. • Report potential risks, incidents and near misses so the organisation can investigate, and eliminate or minimise harm or risk of harm.

The employee shall be required to exercise all their skills and knowledge in the achievement of the position objectives and to follow any current or future procedures and policies related to achieving the objectives.

The responsibilities and expectations outlined in this position description may alter as business needs change. In addition, specific objectives and outcomes will be agreed to with the kaimahi manager on an annual basis at performance review.

Person Specification

Kaupapa
Commitment*

Technical Skills &
Knowledge

Behavioural
Competencies

Qualifications &
Experience



Qualifications and Experience

Qualifications

- Bachelor's degree in Change Management, Organisational Development, Business Administration, or a related field.
- Full NZ Drivers Licence (Class 1)

Experience

- Minimum of 7–10 years' experience managing enterprise-level change initiatives.
- Certification in change management methodologies (e.g., PROSCI, APMG) is highly desirable.
- Proven experience working in kaupapa Māori or bicultural environments.
- Demonstrated ability to lead and embed change in complex organisations.

Āhuatanga Māori (Essential)

- Demonstrable commitment to participating fully in cultural activities (e.g. pōwhiri / karakia /Te Whāriki) and motivated to further develop an understanding of Māori values.
- Ability to greet and acknowledge people in Te Reo Māori and pronounce Māori words correctly. Commitment to further developing personal competence in Te Reo Māori, if required.

Key Competencies

Enterprise Change Management Expertise

- Deep knowledge of change management principles, methodologies, and tools, with a focus on enterprise-level transformation.
- Proven ability to manage large-scale, complex change initiatives across multiple workstreams.

Strategic Thinking

- Ability to develop and implement change strategies that align with organisational goals and address long-term impacts.
- Skilled in balancing strategic priorities with operational realities.

Stakeholder Engagement

- Exceptional interpersonal and relationship-building skills, with the ability to influence and engage stakeholders at all levels.
- Skilled in navigating complex stakeholder dynamics and fostering alignment.

Leadership and Collaboration

- Proven ability to lead and collaborate across diverse teams, fostering trust, collaboration, and accountability.
- Skilled in managing relationships across functional boundaries and organisational levels.

Change Integration and Sustainability

- Expertise in integrating change initiatives with other transformation efforts and ensuring long-term sustainability.
- Skilled in embedding change into organisational culture and processes.

Analytical and Problem-Solving Skills

- Proficient in assessing change readiness, impact, and adoption metrics to inform decision-making.
- Demonstrates a proactive approach to identifying and addressing barriers to change.

Adaptability and Resilience

- Thrives in dynamic, fast-paced environments and adapts to evolving priorities and challenges.
- Maintains focus and resilience in managing complex and high-stakes change initiatives.

Key Attributes**Visionary and Collaborative**

- Sees the bigger picture and connects change initiatives to deliver cohesive and impactful outcomes.
- Values collaboration and fosters a culture of inclusivity and teamwork.

Empathetic and People-centred

- Approaches change management with empathy and a strong focus on supporting people through transitions.
- Builds trust and rapport with kaimahi, taura, and stakeholders.

Detail-Oriented

- Maintains a strong focus on details while managing complex and interconnected change initiatives.
- Ensures thorough planning and execution of all change strategies.

Culturally Grounded

- Fully committed to reflecting the values and principles of Kaupapa Mātua in all aspects of change management.
- Demonstrates respect for and alignment with Māori cultural values and practices.

Committed to Excellence

- Strives for high-quality outcomes in all aspects of change management.
- Demonstrates integrity, accountability, and a commitment to continuous improvement.