



## Position Description

<b>Title:</b>	Principal Environmental Specialist - Heritage
<b>Group:</b>	Transport Services, Programmes and Standards
<b>Reports to:</b>	Team Leader – Environment and Sustainability
<b>Band:</b>	18
<b>Date:</b>	February 2024

### Context

#### Our purpose

#### ***Waka Kotahi. Moving. Together***

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

#### Group and team purpose

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. The Safe & Sustainable Standards team in Programme & Standards consists of a diverse team of subject matter specialists leading the way in best practice environmental, road safety, multi modal, urban design & place practice, supporting Transport Services, NZ Transport Agency Waka Kotahi and the Local Government sector to ensure the transport system supports a thriving Aotearoa.

#### Position purpose

NZ Transport Agency Waka Kotahi aims to provide sector and national leadership in the development, operation and maintenance of environmentally sustainable transport systems. The purpose of this position is to lead Transport Services' contribution to the transition to that leadership role, and to enable the Transport Agency to deliver other organisational goals, legal compliance and policy commitments in the heritage area.

The role requires demonstrated expertise in one or more of the following subject matter areas:

- Archaeology
- Built Heritage
- General heritage management

#### Key relationships

##### Internal:

- Programme and Standards group
- All other business groups

##### External:

- Central Government transport sector agencies
- Central government environmental and heritage departments
- Local government
- Universities and Research Institutions
- Australasian/International infrastructure providers and centres of excellence

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- Industry experts
  - Travel and freight industry stakeholders
  - Key transport industry and user representative groups
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## Dimensions

**Location:** Auckland, Wellington or Christchurch

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## What the position involves

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### Accountabilities

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

#### **Support the delivery of Transport Services' environmental and sustainability commitments. Key outcomes include:**

- Step change improvement in the behaviours, management and delivery of environmental and heritage outcomes within Transport Services, with an aim to show national and sector leadership in these areas.
- Coordinated delivery of key Transport Services' environmental and sustainability actions as required by Toitū Te Taiao, Our Sustainability Action Plan, and other relevant strategic documents and plans.

#### **Transport system environmental and heritage outcomes**

- Ensure that transport system environment and heritage opportunities and outcomes are recognised, assessed, and delivered in accordance with policy commitments and objectives.
- Develop and establish organisational objectives and policies and supporting guidance and tools to measure and improve the heritage outcomes of Transport Agency activities and systems.
- Work closely with the Safety, Health & Environment group and others within Transport Services to support the delivery of the Programme and Standards environmental and sustainability actions, as identified in the Toitū Te Taiao (Our Sustainability Action Plan), along with other relevant strategy, position statement and policy requirements.

#### **Advisory and support services**

- Provide efficient, effective and consistent technical leadership and services to Transport Agency staff and suppliers
- Act in a broader environmental advisory role
- Participate in tender evaluations
- Respond to customer queries and official correspondence in a timely and professional manner
- Supporting the technical development of Transport Agency staff
- Educating and raising awareness amongst Transport Agency staff, suppliers, key stakeholders and customers.

#### **National Standards and Guidelines**

- Ensure continuous improvement and consistent application of operational policy, processes and resources
- Develop and maintain guidelines, specifications, standards, as well as supporting documents, and information, and monitor their effectiveness in delivery of desired outcomes
- Scope, commission and manage transport sector research initiatives
- Capture lessons learnt to inform continuous improvement initiatives

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

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be reflected in your performance and development goals that are set in discussion with your People Leader.

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### Working effectively with Māori

Te Ara Kotahi – our Māori Strategy – supports NZ Transport Agency NZ Transport Agency 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), Whakapono (integrity and honesty) and in recognition of Cultural Values.

As NZ Transport Agency NZ Transport Agency 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.

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### 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 NZ Transport Agency NZ Transport Agency 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 NZ Transport Agency NZ Transport Agency Waka Kotahi. As NZ Transport Agency NZ Transport Agency 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 NZ Transport Agency NZ Transport Agency 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 NZ Transport Agency NZ Transport Agency Waka Kotahi we:

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

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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 NZ Transport Agency NZ Transport Agency Waka Kotahi Te Tikanga Whanonga – Our Code of Conduct.

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## **The value you will bring**

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### **Knowledge and experience:**

- At least ten years of relevant experience in one or more of the following areas: archaeology/built heritage/heritage management. Broader experience in the environmental area is also beneficial.
- Comprehensive track record that demonstrates the ability to enable the delivery of complex strategic outcomes.
- Sound knowledge of the principles and best practice applied in the field of heritage, coupled with a good understanding of the transport system, transport construction and maintenance and roading procurement in New Zealand.
- A good understanding of the Resource Management Act, Heritage NZ Pouhere Taonga Act, Land Transport Management Act and other environmental legislation relevant to the development, maintenance and operation of the land transport network.

### **Qualifications:**

- Master's degree in archaeology or similar

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.

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