

Senior Legal and Risk Lead – Role Profile

Kaupapa Purpose

The Senior Legal and Risk Lead for Te Pūkenga will be a trusted advisor guiding sensible decision making that reflects our commitment to delivering on the Te Pūkenga Charter and Te Tiriti o Waitangi. They will have responsibility for ensuring delivery of quality, timely, commercially relevant and cost-effective legal advice; and, ensuring risks in the organisation and network are clearly set out, understood (including with stakeholders), mitigated and governance requirements are followed.

Waiaro Be

- A confident, values-based leader with a good sense of humour and care and consideration for their and others resilience and well-being
- Highly collaborative and welcoming of diversity of thought and contributions from others, especially to provide for equitable opportunities
- Highly self-motivated and results-focused, with a pragmatic and positive attitude You will happily work autonomously, confident of your ability to deliver high quality work in an ambiguous and rapidly changing environment with tight deadlines
- Externally focus ensuring oneself is up to date with relevant economic, technological, social, political and environmental issues and opportunities
- Highly adaptive and willing to apply your skills and contribution to a wide range of diverse needs
- Engaged and dedicated to the opportunities of the vocational education reform, together with the commitments sought in the Charter for Te Pūkenga, including Te Pae Tawhiti (Tiriti Excellence Framework)
- Commercially astute and solutions focused with the ability to balance strong theory with practical application.
- An excellent communicator who enjoys working with a broad team made up of people with different skill-sets, yet a common purpose and determination for positive outcomes for Te Pūkenga

Ngā Mahi Do

- Provide high quality and pragmatic legal advice to our business and its people.
- Lead the network 'Risk and Compliance Forum' and related engagement activities and development initiatives
- Ensure the network is actively engaged, informed and provided with opportunities to co-design appropriate developments within Te Pūkenga
- Effectively contribute to any issue resolution within Te Pūkenga, including development of frameworks and related policies and procedures
- Take responsibility for Te Pūkenga risk management, including reporting against the risk framework
- Develop and implement governance and organisational policies and procedures relevant for Te Pūkenga and the network
- Coordinate and oversee required connections and relationships with other legal representatives on behalf of Te Pūkenga delivery.
- Manage the coordination of the risk framework across teams and for a central purpose, identifying opportunities for improvements and shared best practice

Pūkenga Have

- Extensive legal experience with a background in corporate, commercial and/or property law, including in-house experience
- Experience in establishing risk and compliance frameworks and practices in large and complex organisations
- Proven leadership skills with an approachable, positive and collaborative engagement style
- Strategic leadership capability, exceptional commercial acumen and critical thinking expertise
- Excellent writing skills and expertise in preparing reports, governance papers and legal documentation. Importantly, with a high level of accuracy and attention to detail.
- Excellent interpersonal skills and proven ability in developing relationships across an organisation, including the ability to influence at senior levels
- Proven experience in leading a portfolio or team through significant change