

Poari o Te Pūkenga Work Based Learning Limited

Whakamāramatanga Tūnga Mahi | Position Description

Position title	Programme Lead - Internal
Reports to	Tumu Whakarae Chief Executive
Duration	Fixed Term to 01 January 2023
Location	Flexible

Aronga Roa | Our Vision

He akoranga whaihua – kia waihanga i te ao o āpōpō Learning with purpose, creating our futures.

Aronga Nui | Our Purpose

Te Pūkenga provides excellent and quality education opportunities that support learners, employers and communities gain the skills, knowledge, and capabilities Aotearoa needs now and for the future. Learners and their whānau are at the centre of all we do.

Aronga Mātauranga | Our Educational Priorities

We have five educational priorities. They support us to meet our legislative requirements, and will guide our work over the next few years:

- A relentless focus on equity and ensuring participation – we honour and uphold Te Tiriti o Waitangi in all we do.
- Delivering customised learning approaches that meet the needs of learners and trainees wherever they are.
- Using our size and scale to strengthen the quality and range of education delivery throughout Aotearoa. Excellence in educational provision for all.
- Services that meet the specific regional needs of employers and communities.
- Transition educational services in a smooth and efficient manner.

Role Description

Kaupapa | Purpose

Reporting to the Chief Executive, Work Based Learning, the Programme Lead – Internal will drive change leadership and internal alignment to the confirmed operating model, within WBL. Success in this role would see WBL pulling as one, a collaborative and inclusive approach to the implementation of change initiatives, whilst also building capability and resilience for the subsequent move into Te Pūkenga itself.

Ngā Mahi | Do

- Works together with the Te Pūkenga Change Managers/Leaders to embed the change leadership methodology. Is the first point of contact for the WBL change programme for the subsidiary.
- Provides the essential change planning and reporting systems and artefacts including risk management.
- Aligns all activities to Te Pūkenga policies and frameworks including Te Pae Tawhiti (Te Tiriti Excellence framework).

- Provides leadership and expertise in change initiatives and strategy developments that support the WBL subsidiary, together with our network as required, to meet its Te Tiriti obligations
- Builds successful change culture across the WBL and stakeholder groups with fit for purpose change management and capability development
- Inspires a commitment to continuous learning and improvement. We are aspirational, so inevitably we will fail sometimes but we aim to do so with humility and resilience recognising this as part of our commitment to learning and achieving.

This role (or the Programme Lead – Networks) will be responsible to ensure the smooth transition of the remaining Transitional Industry Training Organisations into the Te Pūkenga Work Based Learning subsidiary.

Pūkenga | Have

- Proven experience as a change leader across large complex organisations.
- Strong working knowledge of related disciplines e.g., Project Management, Change Management, organisational development and health and safety.
- Understanding of embedding Te Tiriti best practice principles into change projects including a working relationship with relevant Māori advisory leads.
- Strong relationship management skills at all levels of staff and stakeholders / partners, including confidence in facilitating and presenting to Boards, senior leadership, and other groups
- Strong strategic and analytical skills, and proven application of these to achieve strong performance
- Highly desirable is an extensive WBL and vocational education knowledge with clarity on the workings of WBL and Te Pūkenga

Waiaro | Be

- Confident at working together with leaders from all levels across Te Pūkenga and the WBL to develop a successful change leadership, change culture and change capability
- Confident at working with Te Tiriti partners to ensure that the WBL can create culture which is reflective of Te Pūkenga's commitment to Te Tiriti
- A motivating change leader highly capable of collaborating with diverse stakeholder groups to deliver effective and innovative solutions
- Proficient at planning and monitoring of change management, culture, and capability.
- A confident, values-based leader with a good sense of humour, care and consideration for the resilience and well-being of themselves and others
- Able to think strategically, and deliver people focused change and operations
- Highly self-motivated and results-focused, with a pragmatic and positive attitude. Happy to work autonomously, confident in ability to deliver high quality
- A skilled communicator with the ability to deconstruct and communicate complex problems into practical segments while simultaneously retaining the ability to stand-back and present the 'bigger picture'
- Ability to coach and lead a diverse group of people and organisations at different stages of the change journey.
- Highly collaborative and welcoming of diversity of thought and contributions from others, especially to provide for equitable opportunities.

An proactive contributor 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.