

## Poari o Te Pūkenga Work Based Learning Limited Whakamāramatanga Tūnga Mahi | Position Description

Position title	<b>Programme Lead - Networks</b>
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 – Networks will develop critical relationships across the wider Te Pūkenga and vocational education network resulting in a collaborative and inclusive approach to the implementation of the confirmed Te Pūkenga operating model. Success in this role will see open communication and trust fostered between WBL and the wider network, including Workforce Development Councils (WDCs), Regional Skills Leadership Groups (RSLGs), Wananga, Centres of Vocational Excellence and others.

Working with Te Pūkenga and WBL Divisional leads, this role will also ensure strong industry relationships are maintained during transition. Other key relationships will include central agencies like NZQA, Ministry of Education, and MBIE.

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

### **Ngā Mahi | Do**

- Establish trusted relationship with key participants
- Plans and execute an external communications strategy
- Provides planning and reporting systems 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 large scale transformational activities
- Represents WBL in Te Pūkenga workshops, communities of practice and any other activities relevant to this role

### **Pūkenga | Have**

- Proven experience leading large scale organisational transformation projects.
- Strong working knowledge or transformational related disciplines e.g., risk, change and HR management.
- 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 building relationships across all levels of Te Pūkenga, the Tertiary Education Commission, New Zealand Qualifications Authority, and the Ministry of Education
- 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 leader highly capable of collaborating with diverse stakeholder groups to deliver effective and innovative solutions
- A confident, values-based leader with a good sense of humour, care and consideration for the resilience and well-being of themselves and others
- 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 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