



Job description

Haere mai

This job description is your go-to place for all the ins and outs of this role at Internal Affairs

Poutiaki Rauemi

National Library, Information and Knowledge Services

<p>Ka noho I te Poutiaki Rauemi nei ki roto I te tīma o <i>Service to Schools Māori name</i> kia whakawhiriwhiri, whakararau anō hoki I ngā take Māori ki roto I te mahi o te tīma nei kia whakapakari i tou ratou tautoko mo nga ākongā Māori.</p> <p>He tangata matatau a te Poutikai Rauemi ki te reo Māori me ōna tikanga, ā, e maha ōna hononga ki roto I te ao matauranga, ngā kura reo Māori me ngā iwi manawhenua o Tamaki Makaurau. Māna anō te mahi ki te werohia, arahi hoki I te tīma ki te hapai tou ratou mahi mo ngā tauira reo Māori.</p> <p>He mahere rautaki a <i>S2S (Māori name)</i> mō te motu e pa ana ki te kōrero pukapuka, kōrero rorohiko hoki me te whakapai ngā pātaka matauranga hou arā ko ngā whare pukapuka. Mā te Poutiaki Rauemi I whiriwhiri I ngā take o te mahere rautaki nei me ngā kura reo Māori.</p> <p>Ko te iwi-a-mahi o te Poutiaki Rauemi ko Te Puna Matauranga o Aotearoa. Ko te hapu ko <i>Services to Schools (Māori name)</i>, arā ko tōna whanau-a-mahi ko <i>Schools Management Group (Māori name)</i>.</p>	<p>The Poutiaki Rauemi is part of the Schools Management Group and works across the Services to Schools team, providing the leadership to establish strong foundations from which to develop services that better meet the needs of young Māori learners.</p> <p>The Poutiaki Rauemi provides specialist knowledge and expertise in supporting Māori educational achievement and contributes deep knowledge of tikanga Māori, mātauranga Māori and te reo Māori, has well established relationships with mana whenua across Māori medium learning contexts and provides leadership for innovation in service development and delivery.</p> <p>Services to Schools has developed a national strategy to deliver on our strategic priority areas: of reading engagement, digital literacy and modern library learning environments. As part of the leadership team the Poutiaki Rauemi will take shared responsibility for the successful implementation of the strategy in a māturanga māori context.</p>
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- **Reporting to:** Director Literacy and Learning
- **Location:** Auckland/Wellington
- **Salary range:** Delivery, band J

What we do matters – our purpose

Our purpose is to serve and connect people, communities and government to build a safe, prosperous and respected nation.

In other words, it's all about helping to make New Zealand better for New Zealanders.



How we do things around here – our principles



We make it easy, we make it work

- Customer centred
- Make things even better

We're stronger together

- Work as a team
- Value each other

We take pride in what we do

- Make a positive difference
- Strive for excellence

Working effectively with Māori

Te Aka Taiwhenua – our Māori Strategic Framework – enables us to work effectively with Māori. We accept our privileged role and responsibility of holding and protecting the Treaty of Waitangi / Te Tiriti o Waitangi.

What you will do to contribute	As a result we will see
<p>Strategic Leadership</p> <ul style="list-style-type: none"> Thought leadership in developing strategic frameworks and approaches that reflect Māori perspectives to ensure the Schools Strategy is implemented to achieve impact for young Māori learners Strategic leadership for building key relationships and partnership with mana whenua, kura and wider education sector to support the development of our services to young Māori learners Contribute to the service-wide strategic leadership required to implement the strategic directions of the directorate Work collaboratively with other Māori functions in DIA to support the development of our services to support young Māori learners 	<ul style="list-style-type: none"> Positive relationships built that demonstrate high levels of trust, respect and interaction between Māori medium education stakeholders and the Poutiaki Rauemi The Services to Schools leadership team understands and supports Māori Education Strategies and this is reflected in the services developed and delivered Collaborative approaches and partnerships developed across the department, with iwi, and externally provide responsive service innovation and development
<p>Lifting Performance</p> <ul style="list-style-type: none"> Ensure that the School Services team is supported to understand and respond to the unique needs of Te Marautanga o Aotearoa, the Māori curriculum, in service development and delivery Contribute to developing staff confidence and capability in supporting Māori educational achievement Work with the National Managers to support all teams to develop as a community of learners, building their knowledge and skills in supporting Maori educational achievement 	<ul style="list-style-type: none"> All staff are engaged with effectiveness for Māori strategies, policies and guidelines Strategic plan is developed for establishing and building our approach to supporting te Marautanga Māori - the Maori curriculum The Schools team achieves recognition for the quality and impact of the services provided Seen as a leader of learning who supports innovative solutions by empowering the team to achieve high quality outcomes for customers
<p>Capability</p> <ul style="list-style-type: none"> Provision of thought leadership to shape the approaches taken to supporting the strategic directions Developing and maintaining a broad knowledge base of developments and directions across the library, education and digital sectors Ability to represent and advocate for the service in key forums within the Māori education sector Provision of specialist knowledge of tikanga Māori, matauranga Māori and te reo Māori 	<ul style="list-style-type: none"> High quality strategic advice, based on evidence and research is delivered that effectively meets Māori educational needs Māori educators are actively engaged in service development Strong relationships are fostered based on tikanga Māori Expertise is recognised and sought after for collaborative approaches to development.

What you will do to contribute	As a result we will see
<p>Building effective relationships</p> <ul style="list-style-type: none"> Facilitates the establishment of partnership approaches across the team, branch and department working across DIA Build an extensive network of relationships across iwi, Māori education groups, and organisations that focuses strongly on young Māori learners 	<ul style="list-style-type: none"> Collaborative relationships established and maintained
<p>Health and safety (for self)</p> <ul style="list-style-type: none"> Take responsibility for keeping self free from harm Follow safe working procedures Report incidents and hazards promptly and suggest remedies where appropriate Know what to do in the event of an emergency Co-operate in implementing rehabilitation plan 	<ul style="list-style-type: none"> A safe and healthy workplace for all people using our sites as a place of work All requirements of DIA's Health and Safety policy and procedures are met

Who you will work with to get the job done		Advise	Collaborate with	Influence	Inform	Manage/Lead	Deliver to
Internal	Services to Schools managers	✓	✓	✓	✓		✓
	Services to Schools staff	✓	✓	✓	✓		
	IKS, DIA staff, including Māori specialists	✓	✓	✓	✓		
External	Māori education groups, iwi, and other organisations	✓	✓	✓	✓		✓
	Ministry of Education	✓	✓	✓	✓		✓
	Library and information groups and organisations	✓	✓	✓	✓		✓

Your success profile for this role	What you will bring specifically
<p>At DIA, we have a Capability Framework to help guide our people towards the behaviours and skills needed to be successful. The core success profile for this role is Specialist.</p> <p>Keys to Success:</p> <ul style="list-style-type: none"> Problem solving Critical thinking Interpersonal savvy Navigating complexity Communicating with influence Technical and specialist learning <p>We want our leaders to:</p>	<p>Experience:</p> <ul style="list-style-type: none"> Significant leadership experience in Māori education settings Experience in building successful partnerships and collaborative approaches. Experience in working in a public sector environment <p>Knowledge:</p> <ul style="list-style-type: none"> Fluency in Te Reo Māori me ona tikanga Extensive knowledge of Maori medium education systems and structures Knowledge of the wider New Zealand education environment, directions and developments Knowledge of New Zealand library and

Your success profile for this role	What you will bring specifically
<ul style="list-style-type: none">• Act as a motivating and resilient leader of high performing people who deliver results to support our goals• Lead success and achievement through others• Demonstrate leadership at all levels for all initiatives and organisational activities of DIA, IKS and Services to Schools	<p>information systems and structures</p> <p>Skills:</p> <ul style="list-style-type: none">• Strategic thinking skills• Well developed communication, advocacy and customer relationship skills• Demonstrated success in building strong relationships in collaborative approaches <p>Other requirements:</p> <ul style="list-style-type: none">• a relevant tertiary qualificaton in education, and/or librarianship