



**Tairangahia a tua whakarere; Tatakihia nga reanga o amuri ake nei**  
**Honouring the Past; Inspiring the Future**

**POSITION DESCRIPTION**

<b>Job Title</b>	Pouārahi Māori Built Heritage/ Pouārahi Tautiaki Taonga
<b>Directorate/Team</b>	Māori Heritage /Tautiaki Taonga me Kaupapa Māori
<b>Report To</b>	Director Kaiwhakahaere Tautiaki Taonga me Kaupapa Māori.
<b>Role Purpose</b>	The Pouarahi Māori Built Heritage is responsible at a regional and national level for providing conservation advice and developing training programmes for iwi, hapū, and whanau groups to both support and promote the preservation of Māori built heritage.
<b>Direct Reports</b>	Nil
<b>Key Relationships</b>	Internal – Māori Heritage Directorate and all Heritage New Zealand Pouhere Taonga staff  External – Iwi, hapū, hapori, rūnanga and marae, Regional Māori Organisations, Māori Environmental/Heritage/Kaitiaki Groups, Local Authorities, Property Owners, Museums and Whare Taonga, Developers and resource users, Regional Funding Agencies, Professional Organisations, Māori arts and architectural Community, NZ Professional Conservators Group, ICOMOS NZ, Government Departments, Community based heritage organisations

**Key Responsibilities**

	Deliverables/Outcomes
Performance Accountability (1)	<p><u>Conservation Advice, Training and Services</u></p> <p>Generally promoting, educating and advocating for the effective preservation of Māori Built heritage.</p> <p>Working alongside Director Kaiwhakahaere Tautiaki Taonga me Kaupapa Māori to develop sustainable conservation programmes for iwi, hapū, and hapori including resource development, training, and on site advice services.</p> <p>Provide conservation advice for Māori community based Māori Built heritage conservation projects.</p> <p>Provide advice on the conservation matters related to Māori built heritage in relation to provisions of the Heritage New Zealand Pouhere Taonga Act 2014 and other relevant legislation.</p> <p>Develop guidelines and resources for traditional arts and building knowledge retention for Māori Built Heritage within Māori communities.</p>

	Assist the development of partnership programmes to further research and support Māori built heritage conservation and traditional building knowledge retention.
Performance Accountability (2)	<p><u>Iwi, hapū, hapori, rūnanga and marae liaison and advocacy</u></p> <p>To establish and maintain a network of Māori heritage contacts for the purposes of developing an active working relationship with iwi, hapū, hāpori, rūnanga, and marae.</p> <p>To promote and support the establishment of effective iwi, hapū, hapori, and rūnanga Māori heritage kaitiaki.</p> <p>To participate in training and upskilling wananga/hui with iwi/hapū to transfer expertise in managing Māori heritage resources.</p> <p>To actively provide advice, training and promotion to iwi, hapū, and hapori, rūnanga and marae on the identification, recording, conservation, preservation and management of Māori heritage resources.</p> <p>To promote, facilitate and participate in meetings between iwi, hapū, and hapori, rūnanga, marae, and key customers and stakeholders on Māori heritage matters.</p> <p>To actively participate in and promote the use of traditional, knowledge and skills used for Māori built heritage and associated ngā toi arts.</p>
Performance Accountability (3)	<p><u>Statutory Processes</u></p> <p>To act as an advocate for Māori heritage values through the provisions of the Heritage New Zealand Pouhere Taonga Act 2014, Resource Management Act 1991, Building Act 2004, Building Amendment Act 2019, and other legislation, strategies and plans.</p> <p>To promote voluntary mechanisms for the preservation and management of Māori heritage resources.</p>
Performance Accountability (4)	<p><u>Promotion and Education</u></p> <p>Promote understanding of, and enthusiasm for, the identification, conservation, and management of Māori heritage values</p> <p>Support kaitiakitanga by Iwi, hapū, hapori, rūnanga and marae communities of their heritage resources.</p> <p>Contribute to promotional and educational initiatives of Pouhere Taonga from a Māori heritage perspective</p> <p>Promote, advise on and support Iwi, hapū, hapori, rūnanga and marae initiatives</p> <p>Maintain professional conservation knowledge and skills through a programme of professional development, networks, research and documentation of work.</p>

Performance Accountability (5)	<p><u>Other Duties</u></p> <p>To liaise with other HNZPT staff to promote management of Māori heritage</p> <p>To provide national input to business and corporate planning for Māori heritage</p> <p>To assist with the development of policies and programmes for the management and preservation of Māori heritage places.</p> <p>To provide a bicultural approach to the management of Māori heritage.</p> <p>To participate in team meetings, projects and other activities.</p>
Internal and External Relationship Management	Establish and maintain positive professional relationships internally and externally (particularly with stakeholders).
Bi-cultural Responsiveness	<p>Work to ensure that the Treaty of Waitangi (Te Tiriti O Waitangi) and the vision for Māori Heritage (Tapuwae) are promoted.</p> <p>Seek support from Iwi, hapū, hapori, rūnanga and marae as appropriate to ensure cultural safety and taha wairua understanding has been provided for Pouhere Taonga staff and stakeholders</p>
Health and Safety	Ensure all requirements of the Health and Safety at Work Act 2015 are exceeded.

### Person specification - Essential Competencies and Attributes

Commitment to Treaty of Waitangi and Cultural Awareness	<p>Understands the implications of the Treaty in relation to heritage issues, and models Māori values and thinking.</p> <p>Is responsive to the cultural needs of Māori staff, and iwi/hapū.</p> <p>Has skills in tikanga Māori and te reo.</p> <p>Understands the importance of appropriate consultation with Iwi, hapū, hapori, rūnanga and marae, in ensuring that policies and procedures are in keeping with their aspirations.</p> <p>Promotes bicultural heritage management models in co-operation with other Pouhere Taonga staff.</p> <p>Has a sound understanding of cultural safety and taha wairua issues that impact on the well-being of staff and stakeholders.</p>
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Customer Focus	<p>Displays a high level of commitment to:</p> <ul style="list-style-type: none"> <li>- delivering quality Pouhere Taonga services</li> <li>- respecting the needs and aspirations of the Pouhere Taonga’s clients and of heritage stakeholders, in particular iwi/hapū/rūnanga</li> <li>- providing responses and solutions that meet external needs wherever possible</li> </ul>
Professionalism	<p>Demonstrates honesty, integrity, commitment and loyalty in behaviour and work performance.</p> <p>Displays commitment and passion towards Māori heritage and the exercising of kaitiakitanga by Iwi, hapū, hāpori, rūnanga and marae.</p> <p>Sets high standards of excellence and quality of performance in both self and others.</p> <p>Is forward-thinking and committed to seeking positive heritage outcomes, pro-active approaches and innovative responses.</p> <p>Keeps private and public interests separate.</p> <p>Displays a well organised, systematic and timely approach to their work.</p> <p>Displays positive, constructive and collaborative professional relationships with internal and external colleagues.</p>
Relationship Building	<p>Builds and maintains positive and constructive working external relationships, including iwi/hapū/rūnanga/marae communities and in particular their heritage/environmental representatives.</p> <p>Achieves clear and effective two way communication with a wide range of people in all situations.</p> <p>Develops and maintains a network of key iwi/hapū/rūnanga and heritage-minded contacts and maintains a good working relationship with them.</p> <p>Develops a support network and mentoring system to assist fieldwork and office administration processes.</p>
Team Relationships	<p>Fosters and exhibits a strong team spirit as a team member within the Māori Heritage Directorate and the wider organisation.</p>
Organisational Behaviours and Values	<p>Demonstrates the organisational behaviours and values and models best practice for all staff and stakeholders.</p>

**In everything we do, Heritage New Zealand Pouhere Taonga staff demonstrate the following behaviours:**

- **Tairangahia – Honouring and Respectful**
- **Kotahitanga – Collaborative and Unified**
- **Tatakihia –Inspiring and Progressive**

### Desired Qualifications and Professional Experiences

<p>Professional Experience and Credibility</p>	<p>Knowledge and understanding of traditional practices and materials used in Māori built heritage.</p> <p>Knowledge and understanding of tikanga Māori and te reo Māori</p> <p>Experience in presenting information and providing training programmes to a Māori audience at a wananga, workshop, or hui in a Māori situation such as on a marae or cultural site is essential.</p> <p>Experience in preparing and presenting reports and recommendations.</p> <p>Knowledge of statutory and legislative processes relating to heritage management.</p> <p>Experience of biculturalism and working within the principals of the Treaty of Waitangi</p> <p>Negotiation and conflict resolution skills</p> <p>A current driver's license</p>
<p>A tertiary qualification</p>	<p>A tertiary qualification in the field of Māori Architecture and or Māori arts and studies in conservation is desirable.</p>