

NZPI Consultant Chief Advisor: Role Description – Fixed-term contract role

Making a valued contribution to policy, legislation and regulation at the local, regional and national levels is a key priority for the Te Kokiringa Taumata | New Zealand Planning Institute (NZPI). In particular giving consideration to how proposed policy, legislation and regulation is developed so as to minimise the risk of adverse and unintended consequences arising from implementation by the sector is a key aspect of our mahi.

Position Title **NZPI Consultant Chief Advisor – until 30 September 2023**

Location Wellington or Auckland

About the Role:

In response to the Resource Management Reform process currently underway, NZPI has secured the opportunity to embed a Full member of the NZPI within the Ministry for the Environment (MfE) at the level of a Chief Advisor. The role will represent the New Zealand planning profession, on behalf of NZPI within MfE. In addition to their work within the MfE this Advisor will engage with the NZPI Board, RM Advisory Group (a sub-committee of the NZPI Board) and Institute during the development of implementation resources and processes of the reforms.

The role is a contracted position for 24 hours a week. The intent is that the Advisor will be seconded into MfE for between 16 and 20 hours a week to work alongside Ministry officials as the replacement legislation is being developed. This will require the Advisor to be physically present in the MfE offices in Wellington, or in the Policy Office in Auckland for up to 20 hours per week, noting that these hours may be spread across the full five days of a week in response to workload. Flexible working may also be considered. The remaining hours will be spent assisting the NZPI Board and the RM Advisory Group in responding to and participating in the RM Reform Process and assisting with the development of implementation resources and processes relating to the reforms.

The main focus for this role is to work directly with MfE in a cross-agency role providing an 'implementation lens' to officials as new legislation is being developed to provide the perspective of practising planners in New Zealand, with a particular focus on how to operationalise the new legislation. The secondary priorities are:

1. Support the NZPI Board by inputting into the preparation of submissions in relation to the RM Reform
2. Support the NZPI Board with engagement with the membership, including Branches, Special Interest Groups, and with other relevant external organisations
3. Reporting information/direction back to the Institute on areas that need professional development resources developed to support operationalisation of the legislation.

The Advisor will support delivery of the NZPI's objectives to Champion the Profession, Support Planners, and Drive Technical and Professional Excellence

Attributes for the Role

- Empathy with the notion of 'public good'
- Strong personal alignment with NZPI vision and values
- Desire to make a difference to planning in New Zealand
- Prepared to challenge the status quo, communicate strong and confident evidenced-based opinions and engage in rigorous and robust debate
- Ability to be a constructive, positive voice to support change
- Is well connected to and well-respected by the planning profession and has the confidence of the NZPI Board and the RM Advisory Group
- Existing relationships with key Ministry personnel would be advantageous

Required Skills and Experience

- At least 15 years as a practicing planner
- Full member of NZPI
- Significant experience across a broad range of planning activity in New Zealand

- Ability to represent the Board in meetings and discussion with participants in the RM reform process, including Ministers (with the agreement of the Board), government officials and representatives of other industry organisations, including attendance at workshops as required
- Ability to recognise, consider and seek input from a range of different views within the planning profession, including Papa Pounamu, Aotearoa Pacific Practitioners, Emerging Planners, PlanTechNZ etc.
- Ability to analyse and synthesise a variety of viewpoints

Desirable Skills and Experience

- Experience working with Government officials to evaluate, critique and operationalise legislation
- Existing relationships with MfE officials
- An understanding of and experience with the machinery of Government and demonstrated knowledge of political administrative processes and structures
- Experience preparing and presenting information in a variety of professional environments
- Demonstrate current knowledge of RM Reforms
- Willingness to work at pace in a fast-paced policy environment – including knowing how to contribute and have influence in a constructive manner.

Who you'll work with

Internal	External
NZPI Board	Minister for the Environment and other government ministers
NZPI CEO	Ministry for the Environment, Ministry of Business, Innovation and Employment, Ministry of Housing and Urban Development
NZPI RM Advisory Group	Other industry organisations, including Resource Management Law Association, Local Government New Zealand, EDS etc
Branches, NZPI Special Interest Groups, including PlanTechNZ, Aotearoa Pacific Practitioners and Emerging Planners	
NZPI Senior Policy Advisor	
NZPI members	

Reporting Structure

This role will report to the CEO of NZPI, but will work closely with the Board and RM Advisory Group.

For the MfE work programme components, the role will report to the Director Implementation / MfE Manager, Transitional and Implementation or their nominee, depending on the priority projects and programmes over the contracted period.

Employment Structure and Remuneration

The employment structure for this role is flexible and can be tailored to suit the individual. Options include, but are not limited to, a fixed term part time employment contract, a client/contractor relationship, or secondment. While the employment structure is flexible, the different employment options will all be remunerated at a level commensurate with an industry salary for a senior practicing planner.

Please feel free to contact David Curtis at NZPI to discuss potential employment structures and remuneration or any other aspect of this position.