POSITION DESCRIPTION: TE RĀNGAI KAITAKAWAENGA MĀORI / NATIONAL SECTOR LEADER – MĀORI

Position: Te Rāngai Kaitakawaenga Māori / National Sector Leader - Māori

Position status and location: Permanent Fulltime with location to be confirmed

Reporting to: Kaihautū Māori

Staff reports: None

Cost Code sign-off: Day to day responsibility for relevant budget, with the ultimate budget responsibility sitting with the Kaihautū Māori

Date: August 2020

Purpose of this position

The position has been established to provide cultural leadership, cultural guidance and closer support to organisers, and advice to other PSA staff in order to enable Māori engagement and participation of Māori within the PSA.

This position will provide formal leadership within the NSL team, to encourage active participation by Māori members, enhance organiser capability to support Māori delegates and members and to provide advice on matters of concern to Māori workers within PSA’s coverage.

Working relationships

<table>
<thead>
<tr>
<th>Internal</th>
<th>Internal democratic structure</th>
<th>External</th>
</tr>
</thead>
<tbody>
<tr>
<td>NSL Team</td>
<td>Te Rūnanga o Ngā Toa Āwhina</td>
<td>Members</td>
</tr>
<tr>
<td>He Tangata He Ahurea</td>
<td>Sector Committees</td>
<td>Employers and their representatives and peak bodies</td>
</tr>
<tr>
<td>Secretariat</td>
<td>Delegates and Bargaining teams</td>
<td>Members</td>
</tr>
<tr>
<td>Assistant Secretaries</td>
<td>Networks</td>
<td>Employers and their representatives and peak bodies</td>
</tr>
<tr>
<td>Kaihautū Māori</td>
<td></td>
<td>Members</td>
</tr>
<tr>
<td>Organising Teams</td>
<td></td>
<td>Employers and their representatives and peak bodies</td>
</tr>
<tr>
<td>Network Organisers</td>
<td></td>
<td>Members</td>
</tr>
<tr>
<td>Education Team</td>
<td></td>
<td>Employers and their representatives and peak bodies</td>
</tr>
</tbody>
</table>

Representatives of Māori in other unions, CTU, community groups.

External agencies
<table>
<thead>
<tr>
<th>Key Accountabilities</th>
<th>Activities</th>
</tr>
</thead>
</table>
| Participate in the team of NSLs cross-sector, including the national strategy lead and national support lead roles, and He Tangata He Ahurea | - Contribute to effective team functioning.  
- Attend team meetings.  
- Constructively contribute to NSL team plan.  
- Report to the Assistant Secretaries any issues which require escalation or enhanced support.  
- Provide advice to colleagues on matters relating to Ngā Kaimahi Māori.  
- Work collegially and co-operatively within the wider PSA.  
- Comply with PSA policies and strategies.  
- Represent the work required for Te Rūnanga including Māori delegate structures and Māori members in the NSL meetings and when required, at leadership meetings. |
<table>
<thead>
<tr>
<th>Key Accountabilities</th>
<th>Activities</th>
</tr>
</thead>
</table>
| Develop the organising capability of PSA to build and respond to Māori membership. | • Lead the design and implementation of a Māori organising strategy, including advice and support on bargaining strategies relating to Māori organising strategy, supported by the relevant Assistant Secretary.  
• Attend relevant part of Te Rūnanga meetings and support the assigned organiser in the smooth running of this member-led governance group.  
• Kaitiakitanga oversight of Maranga Mai and Bicultural Unionism  
• Lead discussions of NSLs and with Lead Organiser to advance the Māori organising strategy.  
• Work with the education team to lift PSA capacity in Māori delegate and member education.  
• Work with lead organisers as appropriate to develop enterprise plans which build Māori membership and participation.  
• Ensure Māori organising and enterprise plans align with overall PSA strategy and priorities and Māori strategy.  
• Regularly monitor and assess PSA’s progress in organising Māori membership.  
• Set goals and measure progress against those goals                             |

| Support for Organisers’ capability to support the organisations commitment to Te Tiriti o Waitangi. | • Work with other NSLs and Organisers including Lead Organisers to support organisers to build Māori delegate structures.  
• Work with other NSLs and ASs to ensure coherence of Māori organising strategy with overall PSA strategic priorities  
• Provide support, advice and guidance directly to organisers when cultural guidance is needed  
• Work with He Tangata He Ahurea and AS Māori to identify cultural training needs within the union’s staff  
• Assist organisers to build relationships with iwi and Māori-led organisations. |
<table>
<thead>
<tr>
<th>Key Accountabilities</th>
<th>Activities</th>
</tr>
</thead>
</table>
| **Provide input into strategic work of PSA. Maintain networks and relationships within and external to PSA** | • Responsible for ensuring alignment of union strategic priorities and the work of Te Rūnanga and Māori delegate structures.  
• Maintain relationships with Te Rūnanga, Māori organisers and TWA.  
• Maintain relationships with Māori stakeholders and allies.  
• Attend meetings of CTU Rūnanga, with AS Māori.  
• Identify relevant stakeholder groups and maintain networks to advance PSA’s strategic priorities.  
• Attend appropriate hui relevant to Māori workers within PSA coverage |
| **Responsible for PSA Values, Organising Practice and strategies.** | • Promote a strong and constructive image of PSA and its strategies and align all work with the overarching PSA strategic goals.  
• Promote unions, social justice and workers’ rights generally.  
• Promote the advancement of Te Tiriti and support the PSA in its aim to be a bicultural union.  
• Participate in PSA activities as an affiliate of the union movement.  
• Support organisers (including lead organisers) by obtaining training for identified needs relating to Māori organising or implementing the Māori strategy.  
• Role model Māori values, PSA organising skills, and pass on knowledge to individual team members, teams and members as a whole. |
Person Specification

Skills/Attributes

- Ability to engage effectively with Māori partners, organisations, employers and providers to communicate, negotiate effectively for better outcomes for Māori.

- Recognise the importance of the union as an independent political and industrial organisation of workers and its strength as a collective (politically astute unionist).

- Recognise and interpret the broader issues over the long term and define the steps needs to achieve the vision and strategies (strategic thinker and planner).

- Create a strong clear direction for their work area and inspire a shared commitment in those they work with. Lead by example and give practical effect to the values and goals of PSA (democratic leader).

- Convey written and oral information using language and styles appropriate to the various needs of people and to ensure the target audience has been able to understand the message. This includes increasing levels of listening, tact and diplomacy in challenging situations. (constructive communicator).

- Prioritise work and set aside time for activities that will add to the longer term direction of the union. Recognise changing priorities and reorganise work flow to accommodate them. Complete work in ways that are efficient and meet deadlines and quality requirements (self manager).

- Contribute to the success of their team and PSA as a whole. Build cooperative working relationships with other staff and facilitate teamwork in other organisations. Get things done and achieve results in the team and the organisation (cooperative team member).

- Represent, liaise, lead and network with people to advance the interests of members.

- Negotiate, advocate and facilitate in organisations where PSA members work and other organisations whom activities impact on union members.

- Leadership and mentoring qualities.

- Leading a culture that provides space to seek and accept view points and expertise that a diverse range of people bring to the work environment.

Knowledge

Have demonstrated technical knowledge and ability in the following:

- Recognise the importance of Te Tiriti o Waitangi principles and the application of these principles to Māori workers that strengthens the political and industrial landscape for Whānau, hapū and iwi.

- Good knowledge and understanding of Tikanga Māori, Te Reo Māori me ōna Tikanga.
• Industrial relations
• Organising practice
• union movement in New Zealand
• NZ political, economic and social environment
• the PSA’s areas of coverage including, Public sector, specific enterprises and other sectors, e.g. Health and Community
• Possess a current Full NZ drivers licence
**PSA Employment Principles**
The management of the PSA is committed to being a good employer and providing a quality working environment; a process of constructive engagement with staff through their unions; and operating fair, transparent and consistent employment processes and good faith principles.

**Our organisational values**
The PSA takes a strategic approach to unionism and our organisation values are:
- Solidarity - Kotahitanga
- Social Justice - Pāpori Ture Tika
- Integrity and Respect - Te Pono me te Whakaute
- Solution focussed - Otinga Arotahi
- Democratic - Tā te Nuinga e Whakatau ai

**Leadership and Management style in the PSA**
The PSA aims to achieve an optimal balance between an empowering leadership style and ensuring sufficient accountability for achieving the strategic outcomes of the union. To this end we support self-managing teams and strive for consensus where possible. NSL roles will be expected to support democratic team processes and provide the skills and support teams need in order to effectively self-manage.

**Treaty of Waitangi**
The PSA affirms Te Tiriti o Waitangi/the Treaty of Waitangi as the founding document of Aotearoa, New Zealand and is committed to the Treaty principles of partnership, protection and participation in activities pursuant to the purpose and objects of the union as they relate to the working lives of members.

PSA gives the principles of Te Ao Māori practical application through our policies and strategies in order to make a positive difference across PSA and our membership.

**Health and safety**
Every staff shall take all practicable steps to ensure his/her safety at work and that no action or inaction of the staff causes harm to any other person.