


## **Kaitohutohu / Policy and Consents Advisor**

### **Ātiawa ki Whakarongotai Charitable Trust**

 Paraparaumu/Waikanae

 Full time

 \$75,000 - \$85,000

We are looking for a motivated and innovative Kaitohutohu / Policy and Consents Advisor to join our growing team at Te Ātiawa ki Whakarongotai Charitable Trust. You'll be joining our Taiao Rōpu that aim to protect the natural environment and Ātiawa cultural values within the rohe and restore the mauri of the whenua and wai.

#### **About the role:**

The Kaitohutohu – Policy/Consents Advisor plays a crucial role in managing and advising on policy and consent processes related to environmental and cultural impacts. This position focuses on responding to resource consent applications, producing Cultural Impact Assessments (CIAs), and advocating for Te Ātiawa ki Whakarongotai interests in regional and national policy forums.

The role sits within the Taiao Rōpu and reports to the Kairuruku Taiao / Environmental Coordinator. This is a forward-facing role and as such you will be adept at balancing the interests of a wide range of parties to come up with pragmatic solutions to complex resource management and policy issues. These solutions will contribute to positive outcomes for Ātiawa ki Whakarongotai, promoting a healthy environment and a connected, resilient and engaged community. Naturally, you will be a skilled and confident communicator who can build strong and enduring relationships with our customers, stakeholders and partners. You will have skill in technical/report writing and have proven experience with policy and regulations associated with resource consenting.

This role is a permanent, full-time position. As this role involves high amounts of engagement with external parties, the expectation is that this role will be delivered in person.

#### **Primary Responsibilities:**

- Review and respond to various types of consent applications (e.g., resource consents, Wildlife Act Authorities, etc.).
- Engage with relevant stakeholders and developers before application of Resource Consents to ensure Ātiawa ki Whakarongotai representation.
- Produce Cultural Impact Assessments for large-scale developments.

- Submit on National, Regional, and District level policy changes that affect Te Ātiawa ki Whakarongotai.
- Write and submit funding applications.
- Make claims for Archaeological Discoveries (Taonga Tūturu).
- Engage with kaumatua as needed for high-impact applications to ensure appropriate cultural and environmental considerations.
- Contribute to taiao reports (e.g., monthly Board Reports).
- Work with the Kairuruku Wai Ora to oversee kaitiaki monitoring activities at ongoing developments to safeguard cultural interests.
- Invoice developers and councils for engagement in consent processes and services provided by kaitiaki monitors.
- Utilise GIS mapping systems to accurately record consent application locations and associated data.

### **Required skills:**

- Strong understanding of resource management legislation, policies, and consent processes.
- Ability to engage effectively with Māori cultural values and practices, particularly those of Te Ātiawa ki Whakarongotai. Also, understanding and experience relating Te Tiriti o Waitangi obligations to policy work and resource consents.
- Knowledge of environmental impacts and assessment methodologies.
- Skill in building and maintaining relationships with diverse stakeholders, including councils, developers, and other iwi.
- Ability to manage financial aspects related to invoicing and budgeting for consents and cultural assessments.
- Experience in technical report writing.

### **Desired skills:**

- Experience in using GIS mapping systems for recording and analysing spatial data. Alternatively, ability to learn new software.

### **Desired experience:**

- A Bachelors Degree in Environmental Planning or related discipline.
- Proven experience