

Ngā Kōrero e pā ana ki te Tūranga

Job Description

Manager, Data Delivery

Business Group	Te Pou Hanganga, Matihiko Infrastructure & Digital
Location	Flexible
Salary band	M6

Mahi i roto i te Ratonga Tūmatanui | Working in the Public Service

Ka mahitahi mātou o te ratonga tūmatanui kia hei painga mō ngā tāngata o Aotearoa i āiane, ā, hei ngā rā ki tua hoki. He kawenga tino whaitake tā mātou hei tautoko i te Karauna i runga i āna hononga ki a ngāi Māori i raro i te Tiriti o Waitangi. Ka tautoko mātou i te kāwanatanga manapori. Ka whakakotahingia mātou e te wairua whakarato ki ō mātou hapori, ā, e arahina ana mātou e ngā mātāpono me ngā tikanga matua o te ratonga tūmatanui i roto i ā mātou mahi.

In the public service we work collectively to make a meaningful difference for New Zealanders now and in the future. We have an important role in supporting the Crown in its relationships with Māori under the Treaty of Waitangi. We support democratic government. We are unified by a spirit of service to our communities and guided by the core principles and values of the public service in our work.

Mō ētahi atu kōrero hei whakamārama i tēnei kaupapa, haere ki | You can find out more about what this means at [Role and purpose - Te Kawa Mataaho Public Service Commission](#).

To Mātou Aronga | What we do for Aotearoa New Zealand

At Te Tāhuhu o te Mātauranga | Ministry of Education, delivering our purpose makes a real difference to all ākonga of Aotearoa:

He mea tārai e mātou te mātauranga kia rangatira ai, kia mana taurite ai ōna huanga
We shape an education system that delivers excellent and equitable outcomes

We fulfil our purpose by:

- delivering services and support nationally, regionally and locally to and through the education sector and in some cases directly to ākonga and whānau
- shaping the policies, settings and performance of the education system so that it is well placed to deliver equitable outcomes for ākonga and their whānau, from early learning through tertiary.

Tēnei Tūranga | About the role

The Manager, Data Delivery develops and implements the strategy, roadmap and work programme for a diverse portfolio of data products and services that are aligned to the Ministry's functions, priorities and broader work programme.

This role is part of the Matihiko Leadership Team and therefore includes a collective responsibility to contribute to the overall leadership and strategic direction of the function as a whole.

Ngā Haepapa | Accountabilities

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As a Manager within Te Tāhuhu o te Mātauranga | the Ministry of Education you will:

- Give effect to the Ministry's purpose and operating model, supporting and enabling Te Mahau.
- Lead, develop and implement a responsive and integrated functional strategy and work programme, aligned to the Ministry's strategy and priorities.
- Manage and report on delivery against the strategy, workplan and budget to support performance against outcomes.
- Plan and manage budgets to support sound financial management and deliver maximum value from resources and investments.
- Develop, implement and maintain the right frameworks, capabilities and systems to achieve operational outcomes, manage people and risk, and support operational compliance.
- Build workforce capability and diversity by supporting others to grow, embrace change and seek out diverse perspectives.
- Create and maintain a safe, positive and inclusive workplace where people collaborate and are inspired to perform at their best.
- Strengthen the Māori-Crown relationship by role modelling authentic practise to build capability as a good kawanatanga partner.
- Create and support internal networks that support kaimahi to have a voice.
- Use data and insights to make evidence-based decisions and to respond effectively to the needs of internal and external customers.
- Collaborate with stakeholders to identify priorities and interdependencies and deliver outcomes for Te Mahau.

As the Manager, Data Delivery you will:

- Provide leadership of the Data Delivery team utilising a servant leadership approach.
- Work collaboratively with Matihiko Leadership Team peers to achieve our common objectives.
- Ensure data assets are appropriately managed in accordance with all relevant legislative & regulatory requirements, are compliant with relevant standards and taking account of whole of government expectations, with particular regard to security, privacy and data sovereignty.
- Ensure that stakeholders dependent on access to data for delivery of their own outcomes have all of the necessary capabilities to do so in a way that is efficient and effective for them.
- Ensure the delivery performance of the data warehouse, analytical tools and related programmes, products and services.
- Develop and manage a data roadmap with a focus on retiring legacy systems, rationalising the number and total cost of ownership of systems and capabilities required to meet business outcomes and objectives.
- Provide thought leadership on relevant topics in data management such as how data can be used in combination with Artificial Intelligence (AI) capabilities to improve outcomes.
- Ensure maximum leverage of the Ministry's enterprise technology platforms.
- Develop key relationships to listen, understand and manage the service expectations of the customer.
- Curate a catalogue of service and product offerings that can be consumed by customers.

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- Partner with customers through multi-disciplinary teams and a product-based approach.
- Put in place processes for improve feedback loops and information flows.
- Deliver enhanced reporting and visibility of performance.

You will make decisions in accordance with the Ministry's policies and delegations framework.

Wheako | Experience

To be successful in this role you will have the following experience:

- Senior leadership of a complex data services delivery or related function.
- People and operational leadership experience within a complex environment.
- Experience in developing and delivering integrated functional strategies, work programmes and budgets.
- Experience in leading and managing the development, implementation and ongoing monitoring of functional systems, frameworks and processes.
- Experience in leading, developing and delivering operational programmes and/or products.
- Experience in developing, monitoring, improving and maintaining functional workflows and processes.
- Experience of applying programme, project, product and change management disciplines to deliver outcomes.
- Experience working with Agile practices (Kanban, Scrum, etc), and familiarity with Agile models, tools and ways of working.
- Experience in leading organisational change that delivers intended outcomes.
- Experience building and leading inclusive and diverse teams and creating a respectful, open and responsive culture.
- Experience in building relationships and managing external partners and providers to achieve shared outcomes.

Ngā Āheinga | Capabilities

To be successful in this role you will have the following capabilities and competencies:

- Proven ability to coach and constructively challenge others to shift mindsets and foster collaborative action.
- Proven ability to use data and insights to identify trends, risks and opportunities, and to inform functional decision making.
- A proven track record of building and maintaining trusted relationships with (as appropriate):
 - colleagues
 - stakeholders
 - Māori and iwi
 - Ministers
- Sound knowledge of government and public sector processes.
- Excellent interpersonal and communication skills.
- A track record of ongoing personal and professional development.

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- Significant knowledge of programme, project, product and change management disciplines, tools and techniques.

Tātai Pou | Our Cultural Competency

Tātai Pou is our Māori Cultural competency framework. It has been aligned and is complementary to the Māori Crown Relations Capability Framework (MCR). Tātai Pou is designed to support our people and organisation to give effect to the articles of te Tiriti o Waitangi in our work. The work-based capabilities have four focus areas and describe four levels of competency (high, confident, developing and essential) that enable us to deliver our partnership approach so that Māori enjoy and achieve educational success as Māori.

Pou Hono Valuing Māori	Confident
Pou Mana Knowledge of Māori content	Confident
Pou Kipa Achieving equitable education outcomes for Māori	Confident
Pou Aroā Critical consciousness of racial equity for Māori	Confident

Leadership Success Profile - Te Kawa Mataaho | Public Service Commission

Leadership matters. Strong leadership at every level in the Public Service will transform the experiences of New Zealanders. The Leadership Success Profile establishes “what good looks like” for leadership at all levels. Information about how the Leadership Success Profile applies to this role is available on the Ministry’s intranet.

Skills Framework for the Information Age

Strong IT capability is vital to keep us secure and to deliver innovative and effective solutions for the Education system. SFIA, the Skills Framework for the Information Age, is the technical competency and skills framework mapping individual professional skill level to a set of internationally recognised standards. Information about SFIA, including the SFIA competencies and skills required for this role, is available on the Ministry’s intranet.

Ngā Whakaaetanga | Approvals

Date Reviewed and Approved	June 2024
Approved By	Job Evaluation Committee



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