

Ngā Kōrero e pā ana ki te Tūranga

Job Description

Principal Analyst, Forecasting and Modelling

Business Group	Te Pae Aronui Operations and Integration
Location	Wellington
Salary band	A9

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 āianei, 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

This Principal Analyst role supports the undertaking of an Early Childhood Education (ECE) Funding Review aimed at creating a fit-for-purpose ECE funding system. The role sits within the Forecasting and Modelling team (Te Pae Aronui) and operates within a matrix structure — reporting to both the Forecasting and Modelling Manager and the ECE System Investment Policy Manager.

You will work across Te Tāhuhu o te Mātauranga to support the undertaking of advice and analysis around data relating to the Review. The role will involve working alongside a Ministerial Advisory Group, which Cabinet has agreed will conduct the Review with assistance from the Ministry and other relevant agencies. The work will also require collaboration with other government agencies to provide a strong analytical perspective as part of reconsideration of government's investment approach to ECE.

Ngā Kōrero e pā ana ki te Tūranga

Job Description

Ngā Haepapa | Accountabilities

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

- Apply specialist expertise to deliver high-quality, fit-for-purpose advice that supports the Ministry's strategic priorities.
- Provide thought leadership and contribute to the development of analytical approaches and frameworks that inform complex decision-making.
- Collaborate with colleagues across the Ministry and other agencies to build collective understanding and ensure advice is coherent and well-informed.
- Communicate complex ideas clearly to a range of audiences, including senior leaders and Ministers.
- Exercise sound judgement in navigating ambiguity and delivering advice under pressure.
- Contribute to a culture of critical thinking, peer review, and professional excellence within the team and across the wider group.
- Support continuous improvement of systems, processes, and ways of working that enhance the Ministry's analytical capability.

As a Principal Analyst, you will:

- Provide technical leadership and quality assurance for analysis supporting the ECE Funding Review.
- Lead or contribute to complex analysis and modelling related to funding settings and system design.
- Lead or contribute to the development and delivery of fit-for-purpose analytical outputs and solutions that support policy development and respond to external requests (e.g. from the MAG).
- Support model development and refinement, ensuring transparency and alignment with policy.
- Serve as a key contact for the MAG Secretariat on data and evidence.
- Support high-quality reporting, Ministerial servicing, and joined-up policy advice.

Wheako | Experience

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

- Tertiary qualification in a relevant field (e.g. economics, mathematics, statistics, finance, evaluation)
- In-depth understanding of the Early Childhood Education (ECE) system in Aotearoa New Zealand, especially funding settings and operational context
- Demonstrated experience applying analytical and problem-solving skills to deliver innovative, fit-for-purpose solutions
- Proven ability to lead or contribute to strategic initiatives and complex projects
- Experience in modelling or forecasting in a public policy or investment context
- Understanding of policy development processes and their relationship to operational and financial settings
- Experience mentoring or supporting the development of analytical capability in others

Ngā Āheinga | Capabilities

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

- Ability to lead, coordinate, and commission analysis that informs policy and investment decisions
- Strong critical thinking, with the ability to interpret complex data and draw clear insights
- Skilled in presenting technical information to non-technical audiences
- Confidence applying modelling and forecasting techniques in public sector contexts

Ngā Kōrero e pā ana ki te Tūranga

Job Description

- Strong written communication and report writing skills
- Effective stakeholder engagement and relationship management
- A continuous improvement mindset, with comfort navigating ambiguity and complexity
- Cultural capability and awareness, including commitment to Te Tiriti o Waitangi and equity outcomes

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, consolidation, 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	Developing
Pou Mana Knowledge of Māori content	Developing
Pou Kipa Achieving equitable education outcomes for Māori	Developing
Pou Aroā Critical consciousness of racial equity for Māori	Developing

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.

Ngā Whakaaetanga | Approvals

Date Reviewed and Approved	May 2025
Approved By	HR Advisory Team