

Ngā Kōrero e pā ana ki te Tūranga

## Job Description

### Senior Advisor, Outcomes and Impacts

<b>Business Group</b>	Te Poutāhū   Curriculum Centre
<b>Location</b>	Te Whanganui-ā-Tara   Wellington
<b>Salary band</b>	A7

### 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 hāpori, 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 Curriculum Integrated Services Unit works across Te Poutāhū (Curriculum Centre), holding close connections to maintain collective alignment as a group. Curriculum Integrated Services focuses on defining the strategic outcomes of Te Poutāhū products and services to the sector, including cross-cutting strategies to respond to sector needs. The Planning, Outcomes & Impacts team, within Curriculum Integrated Services, develops and tracks Te Poutāhū strategies, taking the lead on pedagogy innovation and thought leadership to develop fresh curriculum ideas and enable inclusive and equitable curriculum delivery.

The Senior Advisor, Outcomes and Impacts, supports and contributes to the management of curriculum data including, reporting and monitoring of impact and outcomes for student progress and achievements.

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You will support the wider team in the delivery of curriculum data management functions and frameworks to accurately measure impact and monitor effectiveness of curriculum products and services. This will include data and reporting processes and contributing to Ministerial advice and future business planning.

## Ngā Haepapa | Accountabilities

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

- Share specialist knowledge across the organisation and with stakeholders, working with others to inform operational level decision making.
- Contribute to an effective team with a positive approach to the work environment that encourages and supports high performance, collaboration and problem solving.
- Lead the resolution of issues, identifying risks and solutions to protect and enhance the integrity and reputation of the Ministry.
- Lead or contribute to the development and implementation of innovative and fit-for purpose solutions and frameworks for current and future challenges.
- Develop and use data and insights to make evidence-based decisions and recommendations on operational issues.
- Build capability in others through coaching, quality assurance, and proactively sharing knowledge and expertise.

### As the Senior Advisor, Outcomes and Impacts you will:

- Give effect to the Ministry's purpose and operating model, supporting and enabling Te Poutāhū as an integral part of Te Mahau.
- Apply continuous improvement input into frameworks and methodologies to enable future focused outcomes.
- Support the Greater Use of Data priority by gathering and managing data to inform progress on the curriculum package.
- Provide key support, advice and curriculum expertise to national monitoring study teams.
- Directly manage relationships across the Ministry and with external study teams, providing curriculum expertise for national monitoring studies.
- Contribute to quarterly and progress update reporting by providing recommendations and insights to support business cases.
- Provide support to the team for Ministerial correspondence including Parliamentary questions, Education Reports, Cabinet Papers, Briefing Notes and Official Information Act requests.
- Support development of feedback loops, to help improve and provide input into the development of curriculum, teaching and learning resources and materials.
- Deliver work with pace, agility and impact.
- Enhance working relationships within Te Poutāhū and across the wider Ministry to ensure the group has a reputation for being responsive and making valuable contributions.

Make decisions in accordance with the Ministry's policies and delegations framework.



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### Wheako | Experience

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

- Working in a complex organisation.
- Proven track record of teamwork, collaboration and open communication.
- Excellent networking and relationship building skills with the ability to interact with stakeholders to achieve shared outcomes.
- A strategic and analytical mindset that allows you to balance immediate needs and requirements with a long-term vision based on business priorities.
- Supporting and reporting on programmes of work with a focus on analysing and interpreting outcomes against objectives and key deliverables.
- Knowledge of and experience of the Machinery of Government and or/public sector is valuable but not required.

### Ngā Āheinga | Capabilities

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

- Understanding of the role of Te Tiriti o Waitangi.
- Experience in a complex organisation.
- Excellent analytical skills, including the ability to lead and support the development and delivery of complex analysis, business cases and advice.
- A proven ability to use data and insights to identify trends, risks and opportunities, to support and guide operational decision making.
- Proven ability to establish, build and maintain high effective working relationships.
- Ability to work flexibly across the work in an ever-changing environment.
- Sound judgement and business acumen.
- Interpersonal savviness that means you relate well with all kinds of people with the ability to communicate clearly both in written and verbal form at all levels.
- Initiative and a high degree of professional independence and self-discipline.
- Resilience to deal with pressure in a mature way and stay calm in a dynamic and changing environment that at times can be ambiguous.
- Ability to deal with ambiguity with a knack for joining the dots.
- A commitment to ongoing personal and professional development.



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## 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