

Ngā Kōrero e pā ana ki te Tūranga

Job Description

Product Manager

Business Group	Te Pou Rangatōpū Corporate
Location	Flexible
Salary band	B5

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 whanau.
- 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 Product Manager contributes thought leadership and expertise to strategies, work programmes and complex system issues to support the achievement of outcomes aligned to the Ministry's purpose and agreed strategies.

The Product Manager is the champion of product value from the perspective of the customers, the people that are funding the effort. They integrate the needs of end users with the intentions of customers and the constraints of

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organisational context, serving as a conduit between key stakeholders and the development and implementation teams. The Product Manager articulates and ensures a shared understanding for the product vision and guiding principles for the product. They work to maximise the flow of product value to stakeholders. This is achieved through excellence in service design, empathising with customers, framing user needs in innovative ways and proactively identifying better ways to experiment and prove solutions in rapid increments.

Ngā Haepapa | Accountabilities

As a Strategic Advisor 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.
- Share expert knowledge across the organisation and the system, working with others to inform systemlevel decision making.
- Lead the resolution of complex 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 strategic issues.
- Build capability in others through coaching, quality assurance, and proactively sharing knowledge and expertise.
- Strengthen the Māori-Crown relationship by role modelling authentic practise to build capability as a good kawanatanga partner.
- Bring together and lead multi-disciplinary teams as needed to deliver solutions, developing and implementing workplans and creating a positive and inclusive team environment.
- Build networks and collaborate with stakeholders to identify priorities and interdependencies and deliver outcomes for Te Mahau.

As the Product Manager you will:

- Lead the Product Leadership Team to co-design the product vision and builds a shared understanding of the product roadmap.
- Responsible for the product vision, the 'why', and roadmaps, the 'what'.
- Engage with stakeholders outside of the product development community, gathering feedback and sharing the product vision.
- Align the individual product roadmap with the overall roadmap of the Ministry, ensuring feasibility and sustainability.
- Lead design thinking activities, engages in value proposition design, creates business model canvases.
- Engage in customer journey mapping and impact mapping with the other members of the Product Leadership Team and uses economic quantification (WSJF) to sequence business increments in the roadmap.
- Uses economic quantification techniques to manage the sequence of MBI's and engages in consultation with stakeholders.
- Leads the development of a fit for purpose product which is aligned with the product vision.
- Responsible for day-to-day decision making related to the product development, nurturing a shared understanding in the Product Leadership Team, and consulting with stakeholders.

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- Provides sound product management discipline and supports the team to make impactful product decisions that align with strategic outcomes.
- Also engages with stakeholders outside of the product development community, gathering feedback and sharing the product vision. In collaboration with the Product Owners, defines Minimum Viable Product (MVP) experiments to learn what product concepts are most valuable.

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:

- Experience at a leadership level, ideally in a complex organisation.
- Experience leading and contributing to strategic initiatives, work programmes or projects that have organisational impact.
- Experience in driving organisational change aligned to a shared vision and strategic priorities that delivers intended outcomes.
- Experience in building relationships and partnerships to achieve shared outcomes.
- 3 years' experience working as a Product Owner or in product management roles.
- Experience in project and programme management framework, tools and techniques.
- Experience in workshop and meeting facilitation.

Ngā Āheinga | Capabilities

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

- A proven track record of bringing people together and leading, coaching and mentoring others to achieve outcomes.
- A proven ability to use data and insights to identify trends, risks and opportunities, to influence and guide organisational and system-level decision making.
- A proven track record of building and maintaining trusted relationships with (as appropriate):
 - colleagues
 - stakeholders
 - Māori and iwi
 - Ministers
- Sound political awareness and ability to navigate government processes and navigate ambiguity in a complex environment.
- Excellent interpersonal and communication skills.
- A commitment to ongoing personal and professional development.
- Proven ability to translate business and customer needs into product roadmaps (great products and services do not always need technology).
- Strong leadership and management skills and the ability to see the 'bigger picture'.
- Financial understanding to inform funding decisions, prioritise short and long-term investment, and manage value-for-money trade-offs.

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- A passion for engaging with customers to get deeper understanding of opportunities and to guide decision making.
- Passion for identifying issues that are inhibiting or holding back product success or performance.
- Ability to lead, influence and manage without authority.
- Pragmatic problem-solving ability.

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	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	January 2023
Approved By	HR Advisor



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