

POSITION DESCRIPTION

Position

Title	General Manager Strategic Development and Support Land Information New Zealand
Reports to	Chief Executive
Location	Wellington

Position overview and accountabilities

The General Manager Strategic Development and Support is a member of the senior leadership team and therefore has a dual accountability for the effective leadership of LINZ and the specific accountabilities for the role.

Key priorities The General Manager Strategic Development and Support is responsible for leading and implementing LINZ's strategic direction as the organisation positions itself for the future, as well as leading the:

- development and delivery of quality strategic outcomes for LINZ
 - delivery of organisational development and change outcomes that align LINZ's capability with the organisation's goals and objectives
 - strategic direction for the co-ordination and accessibility of geospatial information
 - development of LINZ's strategic relationship management framework.
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Leadership accountabilities This position is part of the senior leadership team, which has collective responsibility for:

- determining and shaping the organisational strategy, including LINZ's sector leadership role, and scanning the environment to inform strategy
 - delivering and shaping the organisational strategy
 - ensuring strategies are implemented and driving performance
 - developing organisational capability and shaping culture
 - building and nurturing key external relationships
 - contributing to LINZ's accountability documents and Parliamentary processes
 - identifying and managing risk.
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**Key
accountabilities**

This position is accountable for:

- leading LINZ's strategic planning, reporting and organisational performance management including the production of key accountability documents such as the Statement of Intent, estimates and Annual Report
 - organisational capability, including developing, implementing and maintaining
 - organisational capability strategies and initiatives
 - knowledge management strategies and initiatives
 - the risk management framework
 - the project management framework
 - organisational health, including ensuring the stability and robustness of key organisational functions such as procurement, business assurance, project governance and security
 - financial management and oversight of the Chief Financial Officer function (as required by the Public Finance Act)
 - Ministerial services, including:
 - developing, implementing and maintaining procedures, standards and guidelines
 - managing the interface with the Minister's office including official information requests, Parliamentary questions and select committee enquiries
 - strategic relationship management and communications, including
 - developing, implementing and maintaining the strategic relationship framework
 - strategic and operational management of communications across the organisation
 - leading an all-of-government approach for developing and implementing the work programme to deliver the New Zealand Geospatial Strategy.
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Relationships

Direct reports

- Executive Assistant
 - Chief Financial Officer
 - Manager Knowledge Management
 - National Security Co-ordinator
 - Manager Office of Strategy Management
 - Manager Business and Regulatory Assurance
 - Manager Strategic Communications
 - Manager Human Resources
 - Custodian Geospatial Office
 - Manager Risk, Project and Procurement Services
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Key working relationships

The General Manager, Strategic Development and Support needs to have strong working relationships with members of the senior leadership team as well as the following external relationships:

- The Treasury
 - Office of the Controller and Auditor General
 - State Services Commission
 - Contractors and suppliers
 - Minister for Land Information
 - Officials from other government departments
 - Maori organisations/iwi
 - Local government
 - Professional bodies
 - Geospatial sector stakeholders
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Competencies

- Strategic agility**
- Develops strategic plans that move the organisation forward significantly
 - Demonstrates transformational thinking
 - Provides strategic advice and coaching to other managers
 - Constructs scenarios that enable the organisation to evaluate the future and develop plans
 - Sees trends, analyses organisation position and makes it clear where the organisation needs to focus its energy in the future
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- Managing vision and purpose**
- Inspires people towards vision and purpose, varying tone, pace and style to match different audiences
 - Enables people to feel motivated and excited about being part of the organisation
 - Helps people embrace a vision of the future and see themselves there
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- Building effective teams**
- Builds exceptional morale and spirit, makes people feel they are part of a special team
 - Consistently defines success in terms of the whole team
 - Provides the perfect combination of resources, support and empowerment so that people feel comfortable pushing their limits and contributing their best to the team
 - Makes open communication and dialogue a priority
 - Successfully gets everyone working together through their communication efforts
 - Always puts the spotlight on people responsible for success
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- Developing direct reports**
- Spearheads efforts to promote the development of people
 - Inspires people to challenge themselves
 - Excels at assessing development needs and constructing individual development plans
 - Is a model for how to develop people and help them achieve their potential
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- Dealing with ambiguity**
- Can effectively cope with change
 - Can shift gears comfortably
 - Can decide and act without having the total picture
 - Isn't upset when things are up in the air
 - Doesn't have to finish things before moving on
 - Can comfortably handle risk and uncertainty
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- Drive for results**
- Consistently achieves outstanding results
 - Consistently exceeds requirements and overcomes obstacles
 - Accepts and achieves challenging assignments
 - Constantly works to improve performance and raise standards

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- Customer focus**
- Is dedicated to meeting the expectations and requirements of internal and external customers
 - Gets first-hand customer information and uses it for improvements in products and services
 - Acts with customers in mind
 - Establishes and maintains effective relationships with customers and gains their trust and respect
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- Interpersonal savvy**
- Demonstrates excellent rapport-building skills; easily engages people and encourages frank and positive interactions
 - Confidently establishes a comfort level in discussions and makes subtle changes in approach to match others' styles
 - Demonstrates natural empathy and understanding of people
 - Facilitates calm discussion and resolution of hot issues and tension
 - Quickly establishes common bonds with people
 - Builds rapport by sharing information and developing trust
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- Innovation management**
- Always selects and champions the best ideas for further study and innovation
 - Demonstrates excellent judgement in assessing the potential of an innovation
 - Energises others to become excited about change and inspires them to create it
 - Drives creative ideas through the organisation
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