

Individual Contributor 1 – capability descriptors



Our Direction

Working/Leading Strategically	I am proactive and make it my business to understand our strategic direction and priorities and how my role fits into the bigger picture.
Working /Leading with Influence	I communicate clearly with my audience's needs in mind. I ask questions and listen to understand.
Engaging Others	I proactively build trusted and respectful professional relationships with my customers and those I work alongside.
Making change happen	I seek to understand and support changes at Toitū Te Whenua. I take responsibility for managing myself through uncertainty and look for opportunities to support my colleagues.



Our Connections

Enhancing Organisational Performance	I look for different or improved ways of working to be more effective and efficient in my role and for my internal and/or external customers.
Enhancing Public Service system performance	I work collaboratively as part of the teams in which I belong, in support of a Toitū Te Whenua wide view. I embody the spirit of service.
Working/Leading at the Political Interface	I understand how Toitū Te Whenua, the public service and the Government work and how this guides my work. Where required I provide honest and impartial advice to customers and stakeholders.
Strengthening Māori Crown Relations	I understand and value the partnership between Māori and the Crown. I am committed to building my competence in te reo and tikanga Māori. I am aware of and working towards "comfortable" level of the Te reo Māori and Tikanga/Kawa individual core competencies, set out by Te Arawhiti.
Professional discipline and technical expertise	I develop and apply the skills and knowledge required in my work. I stay up to date with best practice developments in my area of work. I continue to build my professional knowledge.



Our Outcomes

Achieving Ambitious Goals	I take personal responsibility for my own work and development. I show commitment to achieving outcomes and am familiar with organisational policies and procedures. I engage positively with my leader(s) in relation to my performance and development.
Managing Work Priorities	I understand my priorities and manage my workload to ensure I spend my time where I can add the most value to my customers and to Toitū Te Whenua. I am responsive, flexible and adaptable to changes or feedback.
Achieving with/through others	I work alongside others to deliver my work. I value the contributions of others and work collaboratively with them to achieve the best outcomes.
Ensures Health Safety and Wellbeing	I take responsibility for my health, safety and wellbeing (H,S&W) at work and seek the support of others when I need help. I follow procedures and use the appropriate channels to speak up about H,S&W, and report events (incidents, hazards or near misses). I ensure that my actions or inactions do not impact on the H,S&W of others.



Our People

Enhancing People Performance	I take personal responsibility to look for opportunities to apply all my skills and experience, including outside the boundaries of my specific role or team.
Developing Talent	I share my own experiences and knowledge with others and provide constructive feedback to others to assist them in their own development.
Enhancing Team performance	I contribute to team objectives and work to ensure positive working relationships with other team members. I look for opportunities to support others in my team.
Working/ Leading Inclusively	I am respectful of others, their differences, and the contributions they make. I recognise and acknowledge that we all have differing worldviews. I am mindful of the assumptions that I may make and their potential impact on others. I work in ways that includes others.



Ourselves

Curious	I am open minded, consider other points of view and where appropriate am able to integrate these into my thinking. I share ideas and join in discussions openly.
Honest and Courageous	I speak up and share opinions in a polite and respectful way. I have the courage to be upfront when I have a different view and am open to changing my views or opinions. I act with integrity.
Resilient	I focus on solutions or alternatives in the face of setbacks or changes and in the context of the outcome. I keep calm under pressure. I am responsible for my wellbeing
Self Aware and adaptive	I ask for and am open to feedback. I see experiences as learning opportunities. I adapt my approach in differing situations