

Individual Contributor 2 – capability descriptors



Our Direction

Working/Leading Strategically	I take an active interest in Toitū Te Whenua and understand our priorities and strategic direction, and how my work contributes.
Working /Leading with Influence	I communicate clearly with my audience's needs in mind and can confidently represent thoughts and ideas. I ask questions and listen to understand to ensure I am able to be effective in my engagements with others.
Engaging Others	I make connections with people and actively listen to understand and build relationships. I engage with others in ways that ensure the quality of the ongoing relationship and collaboration, no matter what the message.
Making change happen	I support and promote changes at Toitū Te Whenua. I respond flexibly to uncertainty and ambiguity and support others to do so.



Our Connections

Enhancing Organisational Performance	I work with my internal and/or external customers to identify different or improved ways of working to be more effective and efficient.
Enhancing Public Service system performance	I work collaboratively as part of the teams to which I belong. I grow my connections across the public service and I know what it means to be part of the public service, embodying the spirit of service to the community.
Working/Leading at the Political Interface	I understand and can link how Toitū Te Whenua, the public service and the Government work and use this knowledge to guide me in 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 knowledge of Te Tiriti o Waitangi/NZ History and competence in te reo and tikanga Māori. I am aware of and working towards the "comfortable" level of these individual core competencies, as set out by Te Arawhiti.
Professional discipline and technical expertise	I have the technical expertise appropriate for my work and I continue to build my professional knowledge and stay up to date with best practice and developments. I proactively share knowledge and provide critical reflection and analysis to aid decision making.



Our Outcomes

Achieving Ambitious Goals	I plan for and deliver my work taking into account our changing context and the interdependencies of my work. I understand Toitū Te Whenua 's policies and ways of working and manage my work within that context. I proactively engage with my leader(s) in relation to my performance and development.
Managing Work Priorities	I am agile in my work management practices and plan and prioritise to ensure I deliver on competing priorities. I am responsive, flexible, and adaptable to changes or feedback
Achieving with/through others	I understand where my work links to that of my colleagues and look for opportunities to work collaboratively with others to progress our shared objectives.
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 ownership of my own performance and development and proactively engage with my leader(s) to continually grow my skills and capabilities.
Developing Talent	I share my own experiences, knowledge and thinking with others and provide meaningful feedback to assist them with their development.
Enhancing Team performance	I contribute to team objectives and work to ensure positive working relationships with other team members. I model behaviours that contribute to strong team performance and culture, and I recognise others who do this also. I raise concerns respectfully when I identify behaviour that could have a detrimental impact on our 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 have an open mind. I ask questions and I research ideas, information, risks and opportunities. I use this to adapt and inform my thinking and decision making. I share ideas and join in discussions openly

**Honest and
Courageous**

I speak up and share my thinking and opinions with others in a professional and constructive way. I have the courage to be upfront when I have a different view and am open to changing my views or opinions. I acknowledge when I make mistakes. I act with integrity.

Resilient

I maintain focus and develop solutions or alternatives in the face of setbacks or changes and in the context of the outcome. I demonstrate composure when the environment and priorities change. I am responsible for my own wellbeing

**Self Aware and
adaptive**

I ask for and am open to feedback and consider how to use that feedback to change how I work or inform my development. I see challenges as learning opportunities. I am adaptable and alter my approach to suit different situations.
