



engineering
new zealand
te ao rangahau

POSITION DESCRIPTION

SENIOR ADVISOR POLICY & ADVOCACY (FIXED TERM)

ABOUT US | MŌ MĀTOU

Engineering is a big deal for New Zealand. It's behind almost everything we do and plays a vital role in Kiwi life – from our homes and how we travel and communicate, to the water we drink and the food we eat. Engineers are awesome, and we want everyone to know.

We're Engineering New Zealand Te Ao Rangahau – a non-profit membership organisation that's driven to help our engineers be the best so they can engineer better lives for New Zealanders.

As a membership organisation and the Registration Authority for chartered professional engineers, we represent around 24,000 members from graduates through to experts in their field. As well as supporting and promoting the work of our members, we are leading exciting programmes that are making a difference to Aotearoa.

We're the voice of engineering. We aren't afraid to ask the hard questions, seek expert advice, explore possibilities, and partner with all sectors of society to drive this mission home. We give our members a platform to share their views and impact real change. We're also unashamedly proud to shout their engineering genius from the rooftops.

ABOUT THE ROLE | KŌRERO MŌ TE TŪRANGA

Engineering New Zealand Te Ao Rangahau is looking for a Senior Advisor Policy & Advocacy to support its response to engineering workforce shortages, energy, climate change, infrastructure development, education, regulatory settings in the built environment, the regulation of the engineering profession, and others. This is a diverse role with exposure to a large cross-section of industry and government work.

KEY ACCOUNTABILITIES | TAKOHANGA TUHINGA O MUA

Policy

- Leads and contributes to proactive policy pieces on matters affecting New Zealand where the engineering voice should be heard.
- Keeps abreast of upcoming proposed regulatory changes, recommendations, and other policy activity.
- Conducts research to clarify policies and develop new subject material.
- Leads the development of effective clear submissions in response to discussion documents, Bills and other documents produced by strategic agencies and other organisations.

- Performs analysis, evaluations, and due diligence to make recommendations in support of policy and initiatives.
- Liaises with technical groups - leveraging their expertise to support our work and inputting to their advocacy.

Stakeholder engagement

- Develops and maintains strong working relationships with internal and external stakeholders.
- Engages, collaborates, and coordinates stakeholders to provide and develop policy knowledge and analysis.
- Identifies and utilises government opportunities for engineers to assist with problem solving.

Other

- Works collaboratively with colleagues in our policy team, internal advocacy group and across all Engineering New Zealand teams.
- Embodies the Engineering New Zealand values of Bravery, Integrity, Mahi Tahi, and Service.
- Ensures adherence to the relevant Engineering New Zealand health and safety policies and procedures.
- Ensures their own wellness, health, and safety within the workplace, as well as that of colleagues.
- Participates in other tasks, projects, and activities, as required.

SKILLS AND EXPERIENCE REQUIRED | NGĀ PUKENGA ME NGĀ WHEAKO E HIAHIATIA ANA

- A bachelor's degree in public policy, or a related field, with a preference for candidates holding a postgraduate qualification.
- At least 5 years of experience in policy development, or a related role, preferably in the infrastructure sector.

REQUIREMENTS OF THE ROLE | NGĀ HERENGA

General skills/experience

- Previous policy work experience at a senior level.
- Strong analytical and problem-solving skills.
- Excellent written and oral communication skills.
- Well organised and ability to plan and manage work.
- Ability to communicate complex information through written documents.
- Interest in (and ideally some knowledge or involvement with) the engineering profession and matters that impact the profession.
- The ability to build and maintain relationships at all levels of the organisation.
- A high level of initiative and energy to get the job done.
- A familiarity with the Microsoft suite of publications including Word, Excel, PowerPoint, and Outlook; and the ability to pick up new computer programs as required.

Personality/attitude

- Team player and natural collaborator.

- Self-starter.
- Delivery focused.
- Pays attention to detail.
- Flexible and willing to pitch in with other team tasks.