

The Role

Location:	Wellington	Team:	Enterprise Planning and Performance
Grade:	19	Reports to:	Group Manager, Corporate Services
Employment:	Permanent	Direct Reports:	3

Responsibilities

The Corporate Services Group is a key enabler of EECA's outcomes by delivering to their internal customers, ensuring EECA is set up to deliver its strategy as efficiently as possible. The Corporate Services Group provides support services to ensure that EECA meets the high-quality standards required in the most effective way; to support the effective governance of EECA's work and fulfil EECA's statutory responsibilities.

The purpose of the Enterprise Planning and Performance team is to lead our organisation wide planning, monitoring and accountability activities within EECA. The EPP team will also support the Leadership Team in the implementation of EECA's strategy and ensuring that our programmes and activities align with our strategic objectives and outcomes.

The Manager, Enterprise Planning and Performance is responsible for supporting the Leadership Team to achieve strategic alignment, planning and prioritisation of activity. The role will lead organisational planning, monitoring, and accountability activities at EECA and identify strategy implementation priorities for EECA to deliver.

EECA's Mission and Behaviours

Our Mission

EECA's mission is to mobilise New Zealanders to be world leaders in clean and clever energy use. We are Te Tari Tiaki Pūngao – Guardian of the energy. This means we have a responsibility to ensure that all of New Zealand recognises that the energy we save now will be an asset to our future, in a multitude of ways. We want a sustainable energy system that supports the prosperity and well-being of current and future generations.

In order to get there, our key strategic objectives are:

- Energy efficiency first
- Empower energy users
- Accelerate renewable energy

Outcomes are that energy users save energy, money and reduce emissions; and energy productivity and resilience improve. The levers EECA uses to achieve this are:

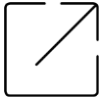
- Regulation of products, processes and systems
- Information and education to promote clean and clever energy choices
- Targeted investment to demonstrate and scale up energy efficient technologies and renewable energy use.

More information on who we are and what we do is available on our website www.eeca.govt.nz/about-eeca

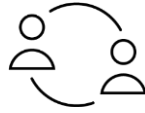
Our Behaviours

EECA has identified four behaviours that will help us succeed. We will be looking for applicants that can demonstrate these behaviours.





Open to the new



Stand in others' shoes



Believe in 'we' not 'me'



Deliver the goods

Key Result Areas

- Manage the Enterprise Planning and Performance Team
- Provide leadership to the enterprise planning and performance function, along with oversight of internal projects being managed by the project manager
- Work across EECA to harness knowledge and expertise for effective strategy implementation
- Champion a cross-functional team approach.
- Develop and maintain effective relationships with internal and external stakeholders.
- Work collaboratively with the Wider Leadership Team to help achieve EECA's strategy, and role model EECA's four key behaviours.
- Identify and implement improvement opportunities

Key Competencies

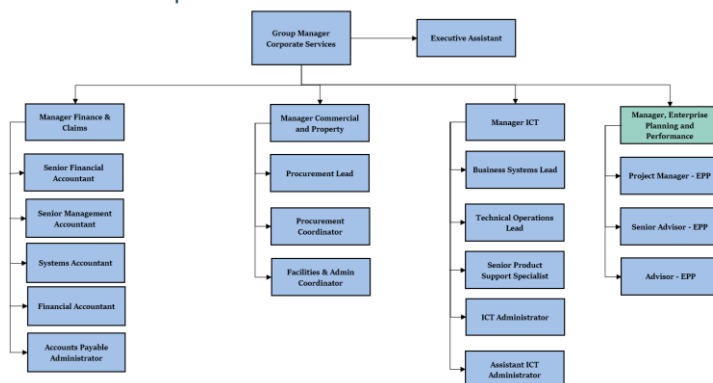
- Building and motivating an effective team
- Leadership and development of others
- Planning and priority setting
- Results and action orientated
- Partnership Acumen
- Communication

Relationships

It is expected that effective working relationships are established with relevant EECA staff and external stakeholders.

Where your position fits

Corporate Services Group



EECA

Key Internal Relationships

- EECA Leadership Team
- EECA ALL

Key External Relationships

- Ministry of Business, Innovation & Employment



Educational Qualifications, Experience and Skills Required

- Relevant tertiary qualification, or equivalent experience
- Experience leading a team
- Demonstrated ability in high-level stakeholder management
- Demonstrated ability in project management
- Continuous improvement mind-set
- An innovation mind-set, and strong critical thinking

EECA's Working Environment

A policy of equal employment opportunity operates and EECA provides a work environment that is free from discriminatory practices and encourages all employees to reach their full potential.

As a good employer, EECA takes its Health and Safety responsibilities seriously and all staff are expected to comply with all Health and Safety policies and practices, as part of their employment.

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.

Mō ētahi atu kōrero hei whakamārama i tēnei kaupapa, haere ki

<https://www.publicservice.govt.nz/about-us/>

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.

You can find out more about what this means at: <https://www.publicservice.govt.nz/about-us/>

