



Abuse in Care

Royal Commission of Inquiry

Chief Advisor, Pacific

The Abuse in Care Royal Commission is investigating the abuse and neglect of children, young people and vulnerable adults who were in the care of the State and faith-based institutions between 1950 and 1999.

Te Tiriti o Waitangi is the founding document of New Zealand and the Royal Commission is committed to applying the principles of Te Tiriti to the Inquiry - our terms of reference recognise the status of iwi and Māori under Te Tiriti, and ours is the first Inquiry of this nature that formally acknowledges its indigenous population in this way. The Inquiry will partner with Māori throughout the inquiry process and will give appropriate recognition to Māori interests, acknowledging the disproportionate representation of Māori (particularly of children and young people in care).

Our vision

Transforming the way, we, as a nation, care for children, young people and vulnerable adults in our communities.

Our values

Fairness and balance

Independence and determination

Transparency

Aroha

To learn more about the Royal Commission visit www.abuseincare.org.nz

Role details

Business unit		Directorate	Office of the Executive Director
Reports to	Director – Office of the ED	Location	Wellington
Direct reports	Nil	Indirect reports	Nil
Financial Delegations:	Nil	Non-Financial Delegations:	Nil

Office of the Executive Director

The Office of the ED provides strategic advice, planning and reporting capability, effective engagement with corporate functions, risk and assurance services and manages the relationships with and supports our key stakeholder groups Te Taumata and the Survivor Advisory Group of Experts (SAGE). The office is also responsible for providing advice that enables decisions made by the Executive Leadership Team to maximise participation of affected groups including Māori and Pacific people and the disability community.

The directorate is also responsible for ensuring that the Commission meets its accountability requirements and wider Branch and DIA responsibilities; along with managing the provision of professional support to the Executive Director to ensure that the Commission is meeting its statutory obligations.

What you'll do

The purpose of this role is to bring the experiences and strategic views of the overall responsiveness and effectiveness for Pacific Peoples as it relates to the work of the Commission. The Chief Advisor Pacific will provide advice to the Executive Leadership Team (ELT) and Commissioners about historical learning, current challenges and emerging information and developments for Pacific Peoples as they relate to the purpose and work of the Commission. They may wish to recommend changes to support the Royal Commission in achieving its Terms of Reference.

Accountabilities	Responsibilities
Advisory – Commission	<ul style="list-style-type: none"> ▪ Work with the other Chief Advisors (Disabilities, Māori) to provide strategic advice to the Executive Director and Commissioners on areas that could be investigated and form draft recommendations to support fulfillment of the Terms of Reference ▪ Work with the other Chief Advisors (Disabilities, Māori) to ensure intersectional needs and perspectives (including those of Pacific peoples) are addressed ▪ Advise and assist Associate Executive Directors to align strategic and operating plans with the needs of and ways of engaging with Pacific survivors and their supporters, families, churches and communities ▪ Advise and assist Counsel Assist to facilitate full and effective participation of Pacific survivors, both women and men ▪ Advise and assist Commissioners and Commission personnel on ways of ensuring that the Commission's communications, facilities and mahi are welcoming to Pacific participants and accommodate their cultural ways of communicating and engaging ▪ Work with the Commissioners and the ELT to ensure an understanding of Pacific peoples' cultural protocols and world views
Advisory - Community	<ul style="list-style-type: none"> ▪ Identify and engage key Pacific community leaders and influencers in the vision and work of the Commission ▪ Through engagement with community leaders, government departments and relevant organisations, encourage participation of Pacific peoples in the Commission's mahi and work programme ▪ Reflect the needs, views and experiences of representatives of Pacific communities back to the Commissioners and Executive Leadership Team
Leadership of projects	<ul style="list-style-type: none"> ▪ Lead discrete pieces of work that may involve taking a project/programme approach
Te Tiriti o Waitangi	<ul style="list-style-type: none"> ▪ Reflect the needs, views and experiences of representatives of Māori communities back to the Commissioners and Executive Leadership Team. Carry out duties in ways that are consistent with, and honour the Commission's commitment to, Te Tiriti o Waitangi.
Travel	<ul style="list-style-type: none"> ▪ Travel may be required as part of this role.

Risk Management	<ul style="list-style-type: none"> ▪ Comply with specific legislative requirements, adhere to the Royal Commission’s policies and procedures, and report or escalate risks to the Commission’s people, operations or reputation. ▪ Maintain a strict sense of professional ethics, confidentiality and privacy, and abide by the public service Code of Conduct.
Health, safety and wellbeing	<p>Everyone is required to:</p> <ul style="list-style-type: none"> ▪ Take reasonable care for their own health, safety and wellbeing. ▪ Take reasonable care that they do not adversely affect the health, safety and wellbeing of other people ▪ Co-operate with any reasonable workplace policy or procedure that has been communicated including prompt reporting of health and safety incidents ▪ Comply with any reasonable instruction that is given by the Commission to allow it to meet with its health and safety obligations.

Qualifications and experience

Qualifications	<ul style="list-style-type: none"> ▪ Relevant qualification (or equivalent experience).
Experience and knowledge	<p>Strong demonstrable knowledge of and experience in:</p> <ul style="list-style-type: none"> ▪ Knowledge and understanding of the role of the public service, the machinery of government and the independent role of a Royal Commission. ▪ A strong awareness of and ability to connect with and build relationships with Pacific leaders in the Public Service, Pacific organisations, NGO’s and survivor groups. ▪ An ability to establish confidence and trust in the Commission and its mahi among Pacific leadership and communities ▪ Experience working with Pacific communities, organisations and staff, collaborating with stakeholders at senior levels ▪ Experience working at an executive level within large government departments in Pacific focused roles or governance or advisory experience in an Pacific focused NGO ▪ Experience in and ability to lead discrete pieces of work that may involve taking a programme/project management approach ▪ Can craft content and communications clearly and coherently for a range of audiences (particularly those from/within the Pacific region) ▪ Comprehensive understanding of strategy and policy development and planning processes and the implications for Pacific Peoples responsiveness and effectiveness in the Public Service ▪ An awareness of intersectionality disadvantages and effective mitigations. ▪ Excellent analytical skills ▪ An in-depth understanding of the history of Pacific communities in Aotearoa, and of current ways of living and challenges Pacific peoples face. ▪ Fluency in one or more Pacific languages highly desirable. . ▪ Cultural sensitivity and an understanding of Tikanga Māori
Variations to Duties	<p>Duties and responsibilities described above should not be construed as a complete and exhaustive list as it is not the intention to limit in any way the scope or functions of the position. Duties and responsibilities can be amended from time to time either by additional, deletion or straight amendment to meet any changing conditions, however this will only be done in consultation with the employee.</p>
Inclusion and Diversity	<p>The Commission welcomes and celebrates diversity and seeks to provide equal opportunities for all people including Māori, Pacific People, LGBTITQA+, and disabled communities to participate in the work of the Commission.</p>

Your work life balance is important to us. We acknowledge that non-standard working practices can often be a preferable way for people to work to help them maintain a healthy work life balance. We will proactively work with you to make your flexible working arrangement work where possible

Key relationships

Internal	<ul style="list-style-type: none">▪ Executive Director▪ Director – Office of the ED▪ Senior Managers▪ Commissioners▪ Treaty Engagement and Treaty Policy teams▪ Investigations – Pacific team▪ Policy and Research – Pacific team▪ Other Royal Commission employees	External	<ul style="list-style-type: none">▪ Statutory bodies and other agencies associated with the Department▪ Pacific NGO and communities
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Last reviewed

October 2021

APPROVED–D-EDO29/10/21