

## **Position description**

### **Kairangahau Matua Māori**

#### **Te Rautaki a NZCER 2017–2021**

Mā te mātauranga e taea ai e ia ākonga o Aotearoa te kite i ō rātou pūmanawa kia ea ai ō rātou wawata.

#### **Tō mātou kaupapa**

Ka whakaawe te ao mātauranga e NZCER. Ko mātou ngā kairatāki i te mahi rangahau, i te whanaketanga o ngā rākau āwhina me te tuku ratonga e kōkiri ana i ngā akoranga tōtika kia puta mai ai ngā hua tōtika i ngā mahi kaupapa here me ngā wāhi mahi.

I whakatūria te NZCER i te tau 1934. E tū motuhake ana a NZCER hei whare rangahau, hei whare whakawhanake i raro i tāna ake ture. Ko ngā mātāpono o te Tiriti o Waitangi te tūāpapa o ā mātou mahi, mā konā e hāpaitia ai te mana Māori i roto i ā mātou kaupapa mahi, i ngā hononga me ngā tikanga mahi.

Ka tōia mai ngā mātauranga o mua, ka kuhu atu hoki mātou ki ngā mahi mātauranga o nāianei, hei tārai i te ao mātauranga o āpōpō. Kei raro i te Ture o NZCER 1972, kei te kawē, kei te tuku atu hoki mātou i ngā momo rangahau mō te ao mātauranga. E tū motuhake ana mātou ki te tāpae pārongo, ki te tuku whakaaro me ngā momo ratonga āwhina ki te iwi whānui.

#### **NZCER Strategy 2017–2021**

Education in Aotearoa New Zealand should enable every learner to discover their potential and realise their aspirations.

#### **Our purpose**

NZCER inspires education. We play a leading role in research, developing tools, and providing services that drive effective learning and positive change in policy and practice.

Established in 1934, NZCER is an independent research and development organisation, operating under its own legislation. We use the principles of the Treaty of Waitangi as the founding document of Aotearoa to help us uphold mana Māori in our work, relationships, and ways of working.

We draw on a rich heritage of, and play an active part in, shaping the future of education. The NZCER Act 1972 provides us with a mandate to carry out and disseminate education research, and provide independent information, advice, and assistance.

### **Ō mātou uara**

Mā ēnei uara, ā mātou mahitahi ki ētahi atu, ō mātou whanonga me ō mātou whakataunga e arataki.

### **Te tū motuhake**

Nā ngā taunakitanga tōtika e hāngai ana, e whai mana ana ā mātou kōrero.

### **Te mahi ngātahi**

Ka mahi ngātahi mātou ki ngā rōpū whai pūkenga kē, kia tino whai hua ngā mahi.

### **Te auahatanga**

Mā ā mātou rangahau, ā mātou rākau āwhina me ā mātou ratonga te ao mātauranga o āpōpō e tārai.

### **Te ngākau pono**

Nā ō mātou pūkenga me ō mātou mātāpono tōtika e tutuki ai ā mātou kaupapa i te wā tika, i roto hoki i te ngākau pono.

### **Our values**

Our values guide how we work with others, our behaviours, and decision making.

### **Independence**

We use robust evidence to speak with confidence and authority.

### **Collaboration**

We work with complementary expertise to achieve greater impact.

### **Innovation**

Our research, tools, and services help shape the future of learning and education.

### **Integrity**

We use our expertise and strong ethical principles to deliver work that is timely and trusted.

## Purpose of job

The Kairangahau Matua Māori is a member of Te Wāhanga. We are a small team of researchers at NZCER and in our work we adhere to kaupapa Māori research principles, and are guided by tikanga. We carry out a wide range of education research, evaluation, assessment and resource development projects. Our priorities are guided by the NZCER Strategic Plan and underpinned by our values. We uphold mana Māori in all that we do.

In this role, the Kairangahau Matua Māori will design and carry out high quality research projects and evaluations, usually in collaboration with others and will take a lead role with some of these projects. They prepare proposals to win funding and are responsible for their projects' budgets and time-lines. They lead and advise others, and maintain effective working relationships with staff, external clients and stakeholders. They may also have individual areas of responsibility for aspects of NZCER's organisation as a whole and within Te Wāhanga.

## Key tasks and responsibilities

### KEY TASKS

A Kairangahau Matua Māori is expected to take a **leadership role** with respect to Te Wāhanga and the NZCER research programme and have a high level of expertise in the following:

#### 1. Research and Evaluation

- Leading, planning, managing and undertaking complex research and/or evaluation projects in Māori-medium or English-medium education contexts.
- Instrument development, data collection and analysis (qualitative and quantitative).
- Reviewing and synthesising literature.
- Working productively with others in flexible project teams.
- Managing client/stakeholder relationships successfully, building the organisation's cross-sectoral network and facilitating discussions with and making recommendations to these groups.
- Developing new projects with others at NZCER (within Te Wāhanga and across NZCER), and in collaborations with other researchers outside NZCER.
- Conceptualising and writing research proposals, working with client/stakeholder and sector groups.
- Writing and editing research reports to publication standard.
- Synthesising research findings with other work in related fields.
- Continuously improving the quality of the organisation's service delivery.

#### 2. Communication

- Communicating in a way that generates change in the sector (raising issues, creating debate, discussing in the media etc.)
- Giving advice to sector client groups.
- Writing academic papers, articles, books and commentaries (think pieces) on their work.

- Developing presentations for clients, practitioners and academic conferences.
- Communicating effectively across the organisation.

### **3. Leadership in Māori Education and Development**

- Leading research and evaluation with a focus on: Māori education and development, success for Māori learners, whānau and teachers in education, research, evaluation, curriculum and assessment support, and/or te reo Māori and life-long learning.
- Leading the development of professional resources and services with a focus on resource development for; whānau, hapū, iwi, Māori, communities and the early childhood, compulsory and the tertiary sectors.
- Leading the development of independent information and advice where research-informed expertise to make an authoritative contribution to current education debates, including policy and practice issues in the interests of Māori.

### **4. Strategic Leadership**

- Contribute to organisation-wide planning, and 'horizon-scanning'.
- Develop the organisation's networks, external relationships and collaborations.
- Develop and/or using their own or the organisation's networks to generate new work for the organisation.

### **5. Operational Management**

- Introducing innovative ideas—new projects, new research directions and methodologies, and leading change.
- Developing strategies for solving problems, managing risks or difficulties, and maximising opportunities associated with individual projects (the 'project sponsor' role).
- Writing synthesizing commentaries and/or 'think pieces' (i.e. work that goes above and beyond individual research projects).
- Managing individual research projects—making sure projects keep to agreed timelines, budgets and quality standards.

### **6. Staff Management and Mentoring**

- Monitoring staff performance and identifying learning goals through the Performance and Learning Conversations (PaLC) process.
- Mentoring the development of others in the organisation—particularly their development as researchers.
- Contributing to a safe work environment by identifying hazards and working with the Health and Safety Representative/s to manage these hazards.

### **7. Health and Safety**

- Taking reasonable care for your own health and safety.

- Taking reasonable care that your acts or omissions do not adversely affect the health and safety of other persons.
- Comply, so far as reasonably able, with any reasonable instruction that is given by NZCER as the person conducting a business or undertaking (the PCBU) to allow NZCER to comply with the law.
- Cooperate with any reasonable policy or procedure of NZCER relating to health or safety at the workplace.

## Experience, knowledge, and skills

- Have a minimum of a Masters degree (in Māori Education, Education, Social Science, Statistics or another relevant area), ideally a PhD.
- Have five or more years' experience in research, evaluation or related work.
- Methodological expertise (in areas such as kaupapa Māori research, educational research, evaluation, statistical approaches).
- Critical thinking, statistical and analytic skills.
- Effective communication skills (both oral & written) in English and te reo Māori.
- Knowledge and understanding of English- and Māori-medium education, Māori education, mātauranga Māori, and language revitalisation.
- Teaching sector experience; as well as credibility within the Māori medium school sector (an advantage).

## Personal attributes

At NZCER we expect our staff to behave in ways that are consistent with our values and established ways of working.

In addition, all staff must be able to demonstrate the following:

- an ability in, and a desire to improve, te reo Māori
- commitment to the principles of the Treaty of Waitangi and upholding mana Māori in our work
- respect for others and valuing diversity
- an orientation towards continuous improvement to systems and processes
- personal desire for ongoing learning and development
- recognition of the value of team effort; sensitivity to the needs and opinions of other team members
- personal and professional integrity.

## Scope of Role

<b>Reports to:</b> General Manager Māori	<b>Direct Reports:</b> Nil
<b>Band Range:</b> I	<b>Dimension:</b> Permanent / Full-time

