Advisor Māori Partnerships

Position Description

Directorate:	Māori Partnerships	
Reports to:	Head of Māori Partnerships	
Delegated Authority:	**Financial**	Nil
	Human Resources	Nil

Tuia te tangata, tuia ngā kōrero, tuia ngā taonga

Connecting people, taonga and stories

Te Papa is Aotearoa New Zealand's national museum and a proud symbol of our shared identity, history, and aspirations. As a vital piece of national infrastructure, Te Papa is more than a cultural institution - it is a living, evolving space that anchors our collective memory while shaping the future. We are committed to excellence, relevance, and impact, recognising that public investment in Te Papa is a shared commitment to innovation, inclusivity, and national pride.

Guided by our bicultural foundation and global outlook, we are dedicated to sharing New Zealand's unique stories with the world. Our strategic direction focuses on deepening our investment in collections, research, people, infrastructure, and partnerships. Central to this is our commitment to Mana Taonga, ensuring communities are actively involved in the care and interpretation of their cultural heritage.

Our enduring partnership with Tangata Whenua and the embedding of Te Tiriti o Waitangi into our practices are fundamental to our identity. As we continue to evolve, we remain focused on delivering meaningful experiences for all New Zealanders and visitors, ensuring Te Papa remains a sustainable, world-class museum for generations to come.

Ka pēhea tō whai wāhi atu

The Directorate

The Kaupapa Māori Directorate leads Te Papa's engagement with Māori – iwi, hapū, whānau, hāpori, mana whenua, Māori organisations and individuals. It fosters successful relationships, supporting Te Papa and its teams to engage with Māori to ensure we uphold our Mana Taonga and Te Tiriti responsibilities, and supporting Māori communities and organisations to engage with Te Papa to connect with their taonga and tīpuna, and achieve their own aspirations. The directorate identifies and facilitates opportunities for meaningful partnership, collaboration and engagement across the museum, and is responsible for embedding the Tiriti dimension across Te Papa.

The directorate ensures whakaaro Māori is embedded into Te Papa's governance, strategy and delivery. It is responsible for several important kaupapa, including the Iwi in Residence programme, the Karanga Aotearoa Repatriation Programme, and the museum's contribution to Te Tiriti o Waitangi settlement negotiations and post settlement relationships, and other engagement with Crown agencies relating to partnership and engagement with Māori.

The directorate provides strategic and cultural leadership and direction across the whole organisation, to embed tikanga and te reo Māori, uphold cultural protocols, foster application of our Mana Taonga principle in all our mahi, and care for and manage our marae Rongomaraeroa.

Ko te āhua e whai hua ai te tūranga
Position purpose

As a team, we uphold relationships between Te Papa and Māori (iwi, hapū, whānau, Māori organisations, communities and individuals) through advocacy, oversight, leadership and strategic advice. We create, strategise, build, activate, support, maintain and manage enduring and meaningful relationships, engagements and expressions of mana taonga across Te Papa.

The Advisor Māori Partnerships is dedicated to nurturing meaningful relationships between Te Papa and Māori communities, including iwi, hapū, whānau, Māori organisations, and individuals. The role provides Te Papa strategic advice on how to engage with Māori. As a central knowledge hub, the role oversees these relationships and advocates for Māori voices, ensuring their expression of Mana Taonga is upheld.

The Advisor Māori Partnerships works in service to our people and acts as a vital liaison between Iwi Māori and relevant teams at Te Papa. This role is focused on understanding and achieving the aspirations of Te Ao Māori while providing high-quality strategic advice about the approach and management of relationships. The advisor will contribute to the development and maintenance of strong, forward-thinking, reciprocal relationships that enhance Te Papa's engagement with Te Ao Māori.

The role provides support and manaakitanga to Iwi in Residence and Pou Tikanga. Advisor Māori Partnerships also contributes leadership to the ahi kā of Rongomaraeroa as hau kāinga, to ensure that it is a functioning marae for the nation.

Ka kawea e koe te aha ki ētahi atu
Key relationships

Internal

- Kaihautū
- Deputy Chief Executive Māori Partnerships
- Pou Tikanga
- Pou Reo
- Manager Iwi Development
- Māori Partnerships Directorate
- Ngā Whetū Ririki
- Te Papa managers and kaimahi

External

- Iwi in Residence nominated or representative body
- Iwi Leaders
- Māori organisations
- Manatū Taonga
- Te Ara Taonga Collective
- Strategic partners within Iwi and national organisations
- Iwi, hapū, whānau, marae, mātanga, tohunga, practitioners

- A demonstrated respect for and valuing of cultural knowledge, skills, and experiences in the application of tikanga Māori, te reo Māori, Te Tiriti o Waitangi and our Mana Taonga principle in daily work.
- Excellent networks with Iwi and other Māori organisations and groups
- Relationship management skills
- Strong written and oral communication skills
- Excellent negotiation and consultation skills
- Ability to develop and maintain excellent collegial relationships
- Ability to discuss Māori customary concepts with iwi in formal and conversational environments
- Knowledge of customary concepts and their different application within Te Papa and in a iwi setting to be able to explain differences to various parties, identify potential opportunities and mitigate risk
- Intermediate level of Te Reo Māori
- Strong understanding of tikanga Māori / customary concepts
- Able to interact professionally and efficiently with internals and externals across all levels of the organisation
- Has advanced awareness of the Principles of Te Tiriti o Waitangi
- Highly developed ability to communicate information and ideas verbally and in writing
- Excellent computer skills, particularly Microsoft Office products
- Ability to remain calm and maintain a people and relationship-centred approach in response to challenging situations
- Advanced customer service and ability to provide manaakitanga

Desirable

- Commitment to ongoing learning that strengthens the understanding of Te Tiriti, tikanga, te reo Māori, and Mana Taonga practice.

Ō mātau whāinga
Our expectations

The following Behavioural Competencies are expected from non-management kaimahi across Te Papa.

Navigating for the future	Engaging others	• Adapt your approach/style to build trust and meet the needs of others • Work in partnership with our external stakeholders to achieve our strategic priorities • Respect others

Stewardship	Enhancing organisational performance	• Help to create an environment where Te Tiriti can flourish:
		  ○ Role-model Te Tiriti-aligned behaviours, contribute to team capability, confidence, and cultural centredness, integrate Te Tiriti into planning, performance, and decision-making.
		  ○ Demonstrate Te Tiriti responsibilities through ongoing learning and the consistent use of Te Tiriti tools, resources, and guidance, strengthening everyday practice and contribution to Te Tiriti-aligned outcomes
		• Make improvements

Identifying and developing our people	Developing talent	• Lifelong learner
Making it happen	Achieving ambitious goals	• Achieve high quality results • Support and contribute to an environment of excellence
Leadership character	Curious	• Adjust quickly to new situations, changing circumstances and requirements • Open to information and opinions that differ from your own • Have a positive attitude • Persevere in the face of resistance, obstacles and setbacks • Actively listen, show sensitivity and empathy
	Honest and courageous	• Open with other team members about concerns • Demonstrate courage where necessary to achieve results • Behave with integrity • Maintain confidentiality of information • Take accountability for your own actions • Act in accordance with Te Papa's Code of Conduct, Museums Aotearoa's Code of Ethics and the Te Kawa Mataaho | Public Service Commission's Code of Conduct - Standards of Integrity and Conduct • Quickly and constructively address inappropriate behaviour
	Resilient	• Regularly communicate with your manager to ensure a sustainable and reasonable workload • You are aware of own response to stress and communicate any issues to your manager or another suitable person • Take responsibility for own physical and mental well being • Have the confidence to ask for help when necessary
	Self-aware and agile	• Understand your own strengths, capabilities and opportunities for development • Know your learning style and behavioural patterns and how to work best with others • Have a credible, self-assured and confident manner • Open to receiving help from others • Resolve conflict and differences on opinion in a positive manner

Ka kawea e koe te aha
Key accountabilities

- Honours Te Tiriti o Waitangi and supports the philosophy of Mana Taonga.
- Create, build, activate, support, maintain and manage enduring and meaningful relationships across Te Papa.
- Support the Iwi-in-residence programme and provide support to Iwi throughout their residency at Te Papa.
- Lead and manage the delivery and integration of Matariki and the maramataka by collaborating cross-functionally.
- Provide advice and support to facilitate the ongoing development of Te Papa as a Te Tiriti museum
- Act as key channel of communication between Te Papa and Te Ao Māori, ensuring that Iwi views and messages are clearly communicated.
- Lead and deliver engagement, including processes and relationship management tools, with Te Ao Māori on Te Papa kaupapa.
- Provide support to iwi aspirations and priorities at Te Papa.
- Respond to proposals and requests from Iwi/Māori organisations as required
- Contributes to team/directorate operational delivery
- Collaborates with others, lifts own performance, productivity and impact, and champions a culture of collective responsibility
- Build and nurture influential relationships with a customer centric focus
- The position supports risk management for the team.

Ka kawea e koe te aha
Accountabilities

Focus Area	Accountabilities
Te Tiriti o Waitangi and Te Ao Māori	Embed Te Tiriti o Waitangi and champion the Mana Taonga principle. • Incorporates Te Tiriti core commitments and outcomes into everyday practice. • Demonstrates Te Tiriti responsibilities through ongoing learning and use of Te Tiriti tools, resources, and guidance. • Ensures tikanga Māori, based on te ao Māori values, is followed in individual and collective workplace practices and places including Rongomaraeroa. • Contributes to the design and embedding of te reo Māori across organisational spaces, services, and experiences so it is consistently spoken, heard, read, valued and celebrated by staff and visitors.
Develop, Manage and Maintain Te Ao Māori Relationships	The position will develop and support relationships between Te Papa and Māori. They will: • Actively engage kanohi ki te kanohi with iwi, hapū, whānau, marae, individuals and Māori organisations to develop and maintain relationships • Act as a point of contact for iwi and Māori to facilitate Iwi/Te Papa communication • Respond to proposals and requests from Iwi/Māori organisations as required • Facilitate and develop iwi partnership activity in support of Te Papa's priorities and goals

	• Provide proactive implementation, mentoring and modelling across the organisation of the Iwi Māori Relationship and Engagement Strategy • Identify opportunities and risks associated with, maintain and further develop existing iwi relationships, and coordination of resources for the delivery of identified opportunities • Manage and monitor information retention and dispersal around relationships and engagement between Te Papa and Iwi Māori. • Contribute to reporting, recording, work plans and monitoring of relationships between Te Papa and Iwi Māori. • Leadership and implementation of the iwi clearance process
Knowledge, Advice and Services	The position will provide advice and support to facilitate the ongoing development of Te Papa as a bicultural Tiriti based organisation. They will: • Support the Head of Māori Partnerships. and Pou Tikanga in the coordination of Rongomaraeroa as a functioning marae of the nation • Participate in pōwhiri and events on Rongomaraeroa, the Te Papa marae • Contribute to discussion and resolution of tikanga Māori issues associated with the care and management of taonga Māori, and the running of Rongomaraeroa • Lead in the discussion of relationship and engagement with Māori associated with the care and management of taonga Māori and the running of Rongomaraeroa. • Participate in the Marae Working Group and Ngā Whetu Ririki • Participate in cross organisational teams to promote the integration of mana taonga, the bicultural principle and iwi Māori relationship and engagement development throughout the museum furthering the aspiration of tino rangatiratanga • Contribute to the maintenance and implementation of post settlement and relationship agreement work plans and programmes.
Manage, Maintain and Strengthen Strategic Relationships	• Respond to proposals and requests from Iwi/Māori organisations as required • Support to the Iwi-in-residence programme and provide support to Iwi throughout their residency at Te Papa • Act as a key channel of communication, conduit and liaison between Te Papa and Te Ao Māori and ensure that Iwi Māori views and messages are clearly communicated within Te Papa acting as a kaitakawaenga in the relationship and engagement space to advance strategic relationships. • Contribute to the management of relationships with Māori and develop ways of strengthening relationships seeking opportunities for iwi across Te Papa. • Explore emerging partnership opportunities with iwi, to advance a transformational tiriti-led approach, advancing te ao Māori aspirations and self-determination
Provision of Manaaki in service of iwi Māori	The position will provide manaaki to whānau, hapū, iwi, tohunga, individuals and Māori organisations at Te Papa by • Working with Head of Māori Partnerships and Pou Tikanga to ensure tikanga is maintained and culturally safe when engaging with whānau, hapū and iwi • Responding to proposals and requests from Iwi/Māori organisations as required

	• Advocating for the advancement of iwi aspirations and iwi voice within Te Papa • Directing and coordinating manaakitanga of te ao Māori when engaging with Te Papa and its processes and projects.
Operational Delivery	Contribute to the Kaupapa Māori team through operational delivery that: • aligns to the Rautaki • reflects Te Tiriti o Waitangi and the Mana Taonga philosophy • looks to the future and adapts to changes in the internal and external operating context for the team and Te Papa • creates a new level of performance and/or operational environment • puts customers and visitors at the centre • is holistic and connects all parts of the organisation • focuses on real outcomes and impacts.

Team Contribution	Contribute as a member of the Kaupapa Māori team and be responsible for contributing to unique work required of team, and or directorate. They are expected to:
	• Collaborate with other members of the team, and or directorate, and or across directorates to progress organisation-wide initiatives, cross-functional projects and organisation development activities.
	  ○ provide input into development and improvement of procedures, systems, processes, and ways of working
	  ○ ensure an integrated approach to team programmes and projects by providing input to team operational plans that are future looking and customer centric
	  ○ participate in cross disciplinary teams as and when required.
	  ○ present solutions that deliver impact as measured by Te Papa's Performance Framework.
	  ○ Transfer knowledge and skills, share information with and/or train team members and other Te Papa staff as needed.
	  ○ Provide back-up assistance to other team members as required.
	• Provide information on the operating environment, resources and capabilities to inform future looking strategy development and decision-making.
	• Lift own performance, productivity and impact.
	• Te Papa's Uara/Values are reflected in everyday work so we know that how we work matters.
	• Participate in setting yearly objectives and targets to improve health, safety and wellbeing.
	• Comply with Health & Safety legislation, policies etc and prioritise safe practices, challenge complacency, and champion a culture of collective responsibility.

Stakeholder Engagement	Build and nurture influential relationships with internal and external stakeholders with a customer centric focus. • Develop new and draw on established networks and business relationships. • Seek opportunities for external collaboration and funding.

	• Work closely with the Directorate leadership team /ELT and other Te Papa teams to develop and deliver mutually beneficial initiatives and collaborations. • Represent and positively promote Te Papa, its vision and objectives, to build stakeholder engagement and support. • Make sure that positions are clear, that commitments are met, and problems and issues are resolved effectively.
Risk Management	Support risk management for the team. • Ensure safety, business continuity, and compliance. • Take part in contract negotiations • Identify potential risks and mitigation strategies. • Monitor compliance with solutions and escalate risks or issues to your manager, when appropriate. • Make sure appropriate systems and procedures are in place to protect the interests of the team and to meet all statutory obligations.