

# REGIONAL ADVISOR GOVERNANCE

## NZSTA purpose

Our mission is to lead and strengthen school governance in New Zealand.

To this end, NZSTA wants all state and state integrated schools effectively governed by a school board whose primary focus is every student achieving their educational potential.

## What we do

NZSTA is a membership-based national organisation representing the interests of its member boards. Membership of NZSTA is open to school boards of any state or state integrated school.

NZSTA has a contract with the Ministry of Education to deliver a fully integrated range of services free to all boards to support and enhance boards' capability in governance and employment. NZSTA is also an active party in relevant education related decisions and national policy formulation and works alongside the Ministry of Education in negotiating Collective Agreements with unions.

## Our values

- High – Expectations
- High – Trust
- High – Transparency
- High – Accountability

## Position description

### Position purpose

The primary purpose of the Regional Advisor Governance position is to develop, support and increase the knowledge and understanding of governance practice within school boards across New Zealand.

### Position details

|                                 |   |
|---------------------------------|---|
| <b>Responsible to</b>           | Director Service Delivery   |
| <b>Functional relationships</b> | Regional Lead<br>Advisory and Support Centre Team<br>Learning and Innovation Team<br>Regional, National and Principal Advisors<br>Contracted Service Providers<br>Shared Services Team<br>National Administrators |
| <b>Staff</b>                    | N/A   |

### Fundamentals

- Empower collaborative relationships within school boards
- Increase understanding of the role of school boards within communities and key stakeholders
- Focus on the boards governance framework to deliver on student achievement within schools
- Understand the implications of effective governance in education and how this aligns with the whole of social sector
- Have an investment and developmental approach to the role of governance advice and support to ensure clear linkage to the well-being and achievement of all students
- Actively promote diversity within school and ensuring 'parent voice' is paramount
- Increase boards understanding in their role in relation to inclusion and equity within the school environment – including the governments key strategies for priority groups; Maori, Pasifika and those students with learning support needs.

### Functions

- Establish and maintain proactive relationships with school boards
- Support, develop and enable boards to effectively self- govern
- Contribute to the development of NZSTA governance resources
- Agency and external stakeholder engagement with the Ministry of Education and Education Review Office to support boards in their governance role in student

achievement

- Represent NZSTA within communities to strengthen understanding of the boards' governance role
- Lead, support and contribute to local and regional education initiatives
- Assist to continuously improve the NZSTA governance function and service delivery
- Provide innovative solutions when required and enhance the profile of NZSTA as an organization
- Gain trust with school boards based on effective governance practice and expertise
- Assess governance needs and board capabilities.

### **Case Management**

- Liaise with in-house or contracted service provider to ensure a streamlined approach of governance support to boards
- Work in conjunction with employment advisors to ensure effective and efficient case management required for both employment and governance
- Ability to respond effectively to high-risk priority concerns for boards
- Regular review of individualised plans including monitoring of budgets and progress
- Provide governance advice to boards within regional locations including supporting conflict resolution processes
- Support other service providers by responding to complex questions and issues with respect to board governance
- As negotiated facilitate the delivery of professional development to boards including Nationally Advertised workshops, Communities of Learning / Kahui Ako and any other cluster of boards.

### **General**

- Other related duties, as directed from time to time by the Director Service Delivery, which can include support for the NZSTA Advisory and Support Centre, contribution or opportunities which exist under the NZSTA Advisory Service Framework
- Mutually agreed special projects and case work outside of the designated region

### **Health & Safety**

- Participate in all NZSTA Health & Safety activities and act in a responsible and safe manner at all times (in accordance with NZSTA H&S policy and procedures).

## Person specification

### Skills and experience required

- Clear understanding of effective governance within the education sector
- Governance experience, preferably having sat on a school board
- Excellent interpersonal and facilitation skills
- Ability to interpret legislation and other documentation
- Proven ability to participate as an effective team member
- Intermediate to advanced computer skills

### Personal qualities/attributes

- A strong quality and client focus
- Ability to build sustainable relationships, based on trust and credibility
- Proven track record of achieving results
- A proactive and positive approach to working with diverse groups of people
- Deliver work with a high degree of professional integrity
- Comfort in facilitation
- Be personable and credible with the ability to influence and motivate
- Able to and comfortable with flexible work hours
- The desire for success in contributing to a high performing integrated team
- Be self-motivated with a strong developed work ethic
- Comfortable operating within a dynamic and changing environment
- Calm under pressure
- Resilient with a positive disposition
- Reflective on personal practice
- Understanding of and commitment to giving effect to Te Tiriti o Waitangi and tikanga Māori including comfort in a reo Māori environment