



Te Kawa Mataaho
Public Service Commission

The New Zealand Public Service

Mahi tōpū ai te Ratonga Tūmatanui e whai tikanga ai te noho a ngā tāngata o Aotearoa. Hei tā te Public Service Act ko te whāinga o te Ratonga Tūmatanui, he tautoko i te kāwanatanga e whai ture ana, e whai ana hoki i te manaporitanga; he tuku kia whakawhanake, kia whakatinana hoki te Kāwanatanga o te wā me ō muri atu i ā rātou kaupapa here, he tuku i ngā ratonga tūmatanui e kairangi ana, e nahanaha ana hoki, he tautoko i te Kāwanatanga ki te whai i ngā painga mō te iwi kei te pae tawhiti, he huawaere i te āta whai wāhitanga o te kirirarau, he whakatutuki hoki i ngā mahi i runga i tā te ture i whakahau ai. E hirahira ana te wāhi ki a mātou i te tautokohanga o te Karauna i ana hononga ki ngā iwi Māori i raro i te Tiriti o Waitangi. Ahakoa he nui ngā momo tūranga mahi, e tapatahi ana ngā kaimahi tūmatanui i roto i te whakaaro nui ki te hāpai i ngā hapori, ka mutu, e arahina ana ā mātou mahi e ngā mātāpono matua me ngā uara o te Ratonga Tūmatanui.

The Public Service works collectively to make a meaningful difference for New Zealanders.

The Public Service Act states that the purpose of the Public Service is to support constitutional and democratic government, enable both the current Government and successive governments to develop and implement their policies, deliver high-quality and efficient public services, support the Government to pursue the long-term public interest, facilitate active citizenship and act in accordance with the law. We have an important role in supporting the Crown in its relationships with Māori under the Treaty of Waitangi (te Tiriti o Waitangi). Whilst there are many diverse roles, all public servants are unified by a spirit of service to the community and guided by the core principles and values of the Public Service in our work.

He Whakamārama mō te Tūranga Position Description



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New Zealand Government

Te Tūranga | Position **Te Tumu Whakahaere | Chief Executive**

Te pokapū | Agency **Te Aho o te Kahu | Cancer Control Agency**

Te whāinga o te tūranga | Position purpose

Te Tumu Whakahaere | Chief Executive Te Aho o te Kahu | Cancer Control Agency is responsible for providing strong central leadership and oversight of cancer control in New Zealand. The Cancer Control Agency is a departmental agency reporting directly to the Minister of Health, and hosted within Manatū Hauora | Ministry of Health. The Chief Executive will lead the Cancer Control Agency to deliver better cancer outcomes in Aotearoa New Zealand through its influential relationships, systems and capabilities that have been established since inception in 2019. The agency's work is equity-led, person and whānau centred, knowledge-driven and outcomes-focused, taking a whole-of-system approach to preventing and managing cancer.

The Chief Executive, and the Cancer Control Agency, will:

- Bring to life the Agency's name *Te Aho o Te Kahu* (the binding weave of the cloak) by bringing stakeholders together to progress and achieve shared objectives;
- Be responsible for providing strong central leadership and oversight of cancer control in New Zealand;
- Support the development and prioritisation of actions to address inequities in cancer outcomes for Māori and Pacific people, and others;
- Provide advice to government about the future design and function of cancer services and options for resolving operational issues;
- Undertake national initiatives to improve cancer outcomes for New Zealanders, including how to get the best value from existing cancer care investment, making decisions on nationally agreed aspects of cancer control, and advising the government on new services;
- Assemble and disseminate cancer data and information to inform decision making and service delivery;
- Provide support for cancer service providers when service is, or is likely to be, disrupted or is not meeting demand or expectations;
- Implement, and be accountable for ensuring transparency of progress towards the goals and outcomes in the Cancer Action Plan and other strategic plans, including advancing the research and evaluation programme;
- Develop initiatives to oversee, evaluate and improve cancer system performance and practice improvements.

As a departmental agency, the Cancer Control Agency will work with the Ministry of Health, Te Whatu Ora and Te Aka Whai Ora to determine shared strategic intentions, given all three agencies' interests and responsibilities with respect to population and public health, cancer prevention and care.

Ngā haepapa | Accountabilities

Te pūnaha | System

The Chief Executive, Cancer Control Agency must perform the duties as set out in the Public Service Act 2020, the Public Finance Act 1989 and other relevant statutes and legislation.

As a Public Service leader, the Chief Executive will:

- Support the Crown in its relationships with Māori under the Treaty of Waitangi and te Tiriti o Waitangi by developing and maintaining the capability of the agency and the wider public service to engage with Māori and to understand Māori perspectives;
- Promote diversity and inclusiveness and have regard to the principle that, in order to achieve fairness in employment and a more flexible effective public service, it is desirable for the group comprising all public service employees to, as far as practicable, reflect the makeup of society;
- Preserve, protect and nurture the spirit of service to the community that public service employees bring to their work;
- Uphold the public service principles of political neutrality, free and frank advice, merit-based appointments, open government, and stewardship, and within the agency;
- Demonstrate and uphold the values of the Public Service as set out in the Public Service Act 2020; and
- Uphold the general responsibilities to the appropriate Minister, as set out in the Public Service Act 2020, including ensuring the integrity and conduct of the agency's employees.

Te pokapū | Agency

The Chief Executive of the Cancer Control Agency is accountable for providing leadership for cancer prevention and care in New Zealand. They will do this by:

- Providing high-quality strategic, evidence-based policy advice to the Minister of Health and government on a sustainable basis, that meets the government's objectives of improving cancer outcomes in New Zealand;
- Implementing the strategic functions of the Cancer Control Agency, and leading and managing the agency to achieve its outcomes in the context of the Health reforms;
- Driving progress on the delivery of the Cancer Action Plan by working effectively with, and through, other agencies and organisations in the health sector;
- Supporting the Director-General of Health, the Chief Executive of Te Whatu Ora and Chief Executive of Te Aka Whai Ora to steward the health sector for all New Zealanders;
- Engaging with key Māori partners, such as Hei Āhuru Mōwai (Māori Cancer Leadership Group);
- Demonstrating an understanding of the Treaty of Waitangi and its principles, having respect and understanding of tikanga Māori; and
- Exemplifying and promoting a spirit of service within the organisation.

Ngā hononga matua | Key relationships

Te Kāwanatanga Government	<ul style="list-style-type: none">• Minister of Health• Associate Ministers of Health• Ministers holding portfolios in a range of sectors, as priorities and issues require.• Director-General and Chief Executive, Manatū Hauora Ministry of Health (as host department)• Department of the Prime Minister and Cabinet, the Treasury, and the Public Service Commission
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Te ratonga tūmatanui Public Service	<ul style="list-style-type: none">• Te Whatu Ora• Te Aka Whai Ora• Health Quality and Safety Commission• Health Research Council of New Zealand• Pharmaceutical Management Agency (PHARMAC)• Other Public Service Chief Executives• Health Leadership Forum
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Ngā iwi me ngā hapori whānui Iwi and wider communities	<ul style="list-style-type: none">• Iwi and Māori organisations, such as Hei Āhuru Mōwai (Māori Cancer Leadership Group)• Health and Disability sector• Pacific and other ethnic communities, and the organisations that represent them• Professional bodies and research communities• Wide range of private and non-governmental organisations• Media and the public
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Te ao whānui International	<ul style="list-style-type: none">• International forums and research communities• Key international health institutions
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Te momo kaiarataki e whāia ana | Leader profile

Te kaiaratakinga Leadership	<p>Excellent leadership by Public Service Chief Executives is essential for a high performing, professional and world class State sector. Underpinning chief executive leadership is the requirement to adhere to the Standards of Integrity and Conduct and the higher bar expected of chief executive behaviour.</p>
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As set out in the Public Service Act 2020, chief executives are required to proactively promote stewardship of the public service, including of its long-term capability and people, institutional knowledge and information, system and processes, assets and the legislation they administer.

As stewards of the system, chief executives are responsible for achieving cross-agency, sector and system results by leading, collaborating and exerting their influence in a cohesive way across boundaries and ensuring their staff have both the authority and motivation to do likewise.

Ngā take mātāmua me
mātua whai e angitu ai
| Critical success
priorities

The government is focused on delivering the New Zealand Cancer Action Plan 2019-2029. In the next three to five years the Chief Executive will have an important role in embedding the progress made to date against this plan, and:

- Providing sector leadership by demonstrating that the Cancer Control Agency is an authoritative source of advice on cancer;
- Continuing to build strong relationships with a broad range of stakeholders in the health and disability sector and beyond, including hospital oncology departments;
- Ensuring the agency's strategic direction and priorities for action are clearly aligned to those of the government, the Ministry of Health, Te Whatu Ora, Te Aka Whai Ora, and the wider health system;
- Ensuring the agency's fulfilment of its equity-led and data-driven principles;
- Ensuring the agency meets its obligations, including meeting performance and outcome objectives, and ensuring the proper management and use of funds;
- Maintaining high trust, confidence and respect of the Ministers including through producing accurate, informative reporting to the Minister of Health on the agency's activities and functions;
- Building constructive relationships, and common ownership of sector strategy, with key stakeholders;
- Visible leadership.

Te momo tangata e whāia ana | Person profile

Ngā pūkenga me ngā wheako | Skills and Experience

The Chief Executive will also be the National Director of the Cancer Control Agency and will have relevant clinical experience and be able to demonstrate their ability to lead across the key dimensions:

LEADERSHIP ROADMAP: CHIEF EXECUTIVE, CANCER CONTROL AGENCY			
System leadership	Organisational leadership	Build, manage and grow relationships	Crown/Māori responsiveness
Work collectively with other government agencies, organisations in the health and disability sector and communities, to deliver sustainable and long-term improvements to cancer outcomes for New Zealanders, including equity of outcomes.	Lead development of high-quality advice that makes the agency an authoritative source of advice on cancer.	Gain and maintain the trust, respect and confidence of Ministers, the health and disability sector, the Ministry of Health, Te Whatu Ora and Te Aka Whai Ora and the public.	Improve the system and organisation's Crown/Māori responsiveness, including equity of outcomes.
Use data and analytics to inform effective, equity-led interventions and assembling and disseminating cancer data and information to inform decision-making and service delivery.	Lead and manage the delivery of multiple functions within a public service organisation, including strategy, policy, regional and advisory groups through appropriate leadership structures.	Engage a complex range of stakeholders through clear communication and direction to build buy-in and support to ensure collective leadership across the health and disability system.	Te ao Māori knowledge and capability and an understanding of the Crown's relationship with Māori as a Treaty partner.
Display ambition, optimism and delivery focus, to make things happen and achieve ambitious outcomes.		Support cancer service providers when service is, or is likely to be, disrupted or is not meeting demand or expectations.	

Te taumata o te āheitanga | Security Clearance

Appointment will be subject to a New Zealand Government **Secret** security clearance.

Up to date information on the Cancer Control Agency's outcomes, organisational structure, dimensions and appropriations can be found on the website [Te Aho o Te Kahu – Cancer Control Agency](#)

Other useful information is also available at the following links:

- Cancer Action Plan 2019 – 2029: [New Zealand Cancer Action Plan 2019–2029 | Ministry of Health NZ](#)
- Annual Reports and cancer publications: [Te Aho o Te Kahu - Reports and Publications](#)
- State of Cancer in New Zealand 2020: [Te Aho o Te Kahu - The State of Cancer in New Zealand 2020](#)