



Te Kāwanatanga o Aotearoa
New Zealand Government

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



Te Kawa Mataaho
Public Service Commission



Te Tūranga | Position **Te Tumu Whakarae mō Te Pā Whakamarumarū | Director-General of Security and Chief Executive of the New Zealand Security Intelligence Service**

Te pokapū | Agency **Te Pā Whakamarumarū | New Zealand Security Intelligence Service**

This position is a member of the Public Service Leadership Team

Te whāinga o te tūranga | Position purpose

The Director-General of Security is the Chief Executive of the New Zealand Security Intelligence Service (the NZSIS).

The role of the NZSIS is to understand and mitigate threats to New Zealand's national security and provide Ministers and other decision makers with sound advice.

The NZSIS does this by detecting, investigating and mitigating national security threats, by collecting intelligence relevant to the security of New Zealand and the region, by providing protective security advice so that agencies can make good decisions about how they protect their people, information, and assets from threats, and by providing national security advice in relation to outer space and high-altitude activities, and certain proposed overseas investments. NZSIS is the national authority for human intelligence.

Given the size and complexity of this task, the NZSIS works closely with other government departments as well as its international partners.

The major challenge for the Director-General of Security is ensuring the NZSIS is positioned to monitor the current threat environment while adapting to contemporary risks, and evolving its capabilities and systems to maintain currency of its operations. The Director-General's medium-term priorities are to:

- Counter violent extremist and terrorist threats
- Counter threats from espionage and foreign interference
- Support the Government to deliver stability and security in the Pacific
- Conduct outreach to people, agencies, sectors and stakeholders, raising awareness and building relationships in support of good national security outcomes
- Refresh and embed NZSIS's *Discover* Strategy, including in relation to technology and data
- Identify and implement opportunities for further integration and collaboration with the GCSB, and other agencies in the national security sector

- Implement relevant recommendations from the Royal Commission of Inquiry into the Attack on Christchurch Mosques including supporting the work associated with the review of the Intelligence and Security Act and the review of the national security strategy and national security systems.

The NZSIS's head office is in Wellington. The NZSIS has regional offices in Auckland and Christchurch, as well as overseas liaison offices. As of 30 June 2021, the NZSIS had 405 full time equivalent staff.

Ngā haepapa Accountabilities	
Te pūnaha System	<p>As a Public Service chief executive, the Director-General of Security has the responsibilities, functions and duties as set out in the Public Service Act 2020, the Public Finance Act 1989, and other relevant legislation including the Intelligence and Security Act 2017, the Outer Space and High Altitude Act 2017 and the Overseas Investment Act 2005.</p> <p>The Director-General of Security has a system role as the Government Protective Security Lead.</p> <p>As a member of the Public Service Leadership Team, the Director-General of Security is responsible for providing strategic leadership that contributes to an effective and cohesive public service; working together to model leadership behaviours; and assisting the other members to fulfil their responsibilities.</p> <p>As a Public Service leader, the Director-General of Security will:</p> <ul style="list-style-type: none"> • Support the Crown in its relationships with Māori under te Tiriti o Waitangi and the Treaty of 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 ensure that the agency also does so • Demonstrate and uphold the values of the Public Service as set out in the Public Service Act 2020 • 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	<p>The Director-General of Security is ultimately accountable to the Public Service Commissioner. On a day-to-day basis, the Director-General of Security is responsible for his or her performance to the Minister Responsible for the NZSIS.</p> <p>The Director-General of Security is accountable for the delivery of the following:</p>

	<ul style="list-style-type: none"> Collecting, analysing and providing intelligence in accordance with the Government's priorities Providing protective security services, advice and assistance to the New Zealand Government and others about personnel security, information security, physical security and national security risks Co-operating with other public authorities to facilitate their functions Co-operating with other entities to respond to an imminent threat. Deepening the operational cooperation between the agencies in the security sector As part of the NZIC, successfully delivering the agreed results from the increased investment and building a capability assessment methodology that can robustly demonstrate the shifts in the required areas.
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Ngā hononga matua | Key relationships

Te Kāwanatanga Government	<ul style="list-style-type: none"> Minister for National Security and Intelligence (the Prime Minister) Minister Responsible for the NZSIS Minister of Foreign Affairs The External Relations and Security Committee of Cabinet (which is responsible for determining New Zealand's National Intelligence Priorities)
Pāremata Parliament	<ul style="list-style-type: none"> Leader of the Opposition The Intelligence and Security Committee
Te ratonga tūmatanui Public Service	<ul style="list-style-type: none"> Members of the Public Service Leadership Team The New Zealand Intelligence Community Government agencies including the New Zealand Police, the Ministry of Foreign Affairs and Trade, the New Zealand Defence Force, the Ministry of Defence, the Department of Internal Affairs, the New Zealand Customs Service, and the Ministry of Business, Innovation and Employment The Officials' Committee for Domestic and External Security Coordination (ODESC), and the Security Intelligence Board.
Ngā iwi me ngā hapori whānui Iwi and wider communities	<ul style="list-style-type: none"> Iwi and Māori organisations Business organisations Academia Non-governmental organisations Ethnic and faith community groups Interest groups New Zealanders (whether in the country or abroad) New Zealand Public Service

Te ao whānui International	<ul style="list-style-type: none"> • Intelligence Partners internationally
E ai ki te ture Statutory	<p>In exercising its functions, the NZSIS must act in accordance with New Zealand law, New Zealand’s human rights obligations and in a manner that facilitates democratic oversight. The following offices have an oversight and scrutiny role of the NZSIS:</p> <ul style="list-style-type: none"> • The Inspector-General of Intelligence and Security • Commissioners of Intelligence Warrants • Office of the Ombudsman • Privacy Commissioner • Controller and Auditor-General

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 Public Service. 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> <p>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.</p> <p>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.</p>
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Ngā take mātāmua me mātua whai e angitu ai Critical success priorities	<p>The Director-General of Security’s priorities are to:</p> <ul style="list-style-type: none"> • Maintain high trust, confidence and respect of Ministers • Contribute to better national security and foreign policy decisions • Build and maintain effective collaborative relationships in New Zealand and other jurisdictions • Strengthen public trust and confidence in the intelligence and security sector in particular through sound compliance procedures and systems, engagement with stakeholders and the media, and being open and engaging with the public on the threat environment and the work of the NZIC • Ensure all senior leaders are building and maintaining strong relationships across the public sector alongside the agency heads • Collaborate with government functional leads such as health and safety, digital, procurement, and property to maximise benefits for the system.
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Te momo tangata e whāia ana | Person profile

Ngā pūkenga me
ngā wheako | Skills
and Experience

Specific skills and experiences

- Highly skilled at managing relationships with Ministers, chief executives, non-government providers, and stakeholders
- Excellent judgement
- The ability to make decisions in high stress situations
- Skilled in developing a cohesive and high-performing leadership team
- Experienced at creating, implementing, and reviewing agency vision, direction and performance and changing these as necessary
- Experienced in cross-sector governance and leading change across a devolved system or sector through influence and persuasion.

The Director-General of Security must be experienced and able to demonstrate their ability to lead across the key dimensions set out in the table below:

Operational Delivery	System Leadership	Organisational Leadership	Context and Relationship Management
Ability to lead an organisation with diverse operational activities including intelligence and protective security.	Ability to lead with a system and future focus through collaboration and cross-sector governance.	Ability to lead a public service department delivering multiple functions including intelligence and protective security.	Maintain effective working relationships and trust and confidence of Ministers and other stakeholders.
Ability to evaluate and assess threats, and use judgement on when and how to act at all times within sector specific legislation.	Have credibility to deliver standards and best practice through the Government Protective Security Lead function.	Ability to provide leadership as the focus shifts towards greater use of technology and data.	Maintain domestic and international partnerships to advance New Zealand's national security priorities.
Exercise appropriate discretion and judgement when using statutory powers and managing sensitive information.	Work with the New Zealand Intelligence Community and Security Intelligence Board agencies to protect New Zealand's national security.	Work in collaboration with the Government Communications Security Bureau to achieve intelligence and security outcomes.	Te ao Māori knowledge and capability and an understanding of the Crown's relationship with Māori as a Treaty partner.
Ability to lead a high-performance culture within the organisation, and ensure the agency's compliance with sector-specific legislation.		Identify opportunities for further collaboration and alignment with the Government Communications Security Bureau.	Engage with communities and the public through clear communication and direction to build awareness of National Security issues and initiatives.

Te taumata o te āheitanga Security Clearance	Appointment will be subject to a New Zealand Government Top Secret Special security clearance.
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Up to date information on the NZSIS can be found on the website: <https://www.nzsis.govt.nz/>

Other useful information is also available at the following links:

- Legislation: <https://www.legislation.govt.nz/>
- Annual Reports: <https://www.nzsis.govt.nz/resources/annual-reports/>
- Inspector-General of Intelligence and Security Reports: <https://www.igis.govt.nz/publications/investigation-reports/>