



**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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GOVERNMENT  
COMMUNICATIONS  
SECURITY BUREAU  
TE TIRA TIAKI

New Zealand Government

<b>Te Tūranga   Position</b>	<b>Te Tumu Whakarae mō Te Tira Tiaki   Director-General of the Government Communications Security Bureau and Chief Executive</b>
<b>Te pokapū   Agency</b>	<b>Te Tira Tiaki   Government Communications Security Bureau</b>
<b>This position is a member of the Public Service Leadership Team</b>	

## Te whāinga o te tūranga | Position purpose

The Director-General of the Government Communications Security Bureau (the Director-General of the GCSB) is the Chief Executive of the Government Communications Security Bureau (GCSB). The GCSB is an intelligence and security agency that specialises in electronic communications, information assurance, information security, cyber security, and also has a regulatory role.

The GCSB contributes to Aotearoa New Zealand's national security by:

- Collecting, analysing and reporting intelligence, primarily foreign intelligence, in accordance with the Government's priorities;
- Providing government decision-makers with the intelligence required to help protect and advance Aotearoa New Zealand's national security or its international relations, or its international or economic well-being;
- Providing cyber security and information assurance services and advice to the New Zealand Government, public sector and other organisations of national significance, including responding to cyber security incidents that have a potential national impact;
- Providing advice and assistance to the New Zealand Police, the New Zealand Defence Force, and the New Zealand Security Intelligence Service (NZSIS) to facilitate their functions including in relation to domestic counter-terrorism, support for military operations and countering transnational organised crime;
- Providing technical services for government agencies who operate at Top Secret level, including the provision of the New Zealand Government Top Secret Network;
- Assessing telecommunications network change proposals and the likelihood that any proposal will lead to compromising or degrading Aotearoa New Zealand's public telecommunications network;
- Conducting risk assessments and providing national security advice on outer space and high-altitude activities with the New Zealand Security Intelligence Service (NZSIS);
- Providing cross-Government leadership as the Government Chief Information Security Officer (GCISO).

The GCSB is the national authority for Signals Intelligence and for information and cyber security. Given the size and complexity of this system leadership task, the GCSB works closely with other government departments as well as its international partners.

The major challenge for the Director-General of the GCSB is ensuring that the GCSB is positioned to respond to a fast evolving threat environment, including evolving its capabilities and systems.

Key priorities for the Director-General of the GCSB are:

- Contribute to the ability of Ministers and senior officials to make sound national security and foreign policy decisions;
- Protect classified information and systems and provide information cyber security services more broadly;
- Maintaining productive and effective technical links with counterpart offshore agencies ensuring the GCSB provides an uninterrupted conduit for classified material;
- With NZSIS maintain and enhance strategic alignment, joint operational activity and utilisation of shared functions and capabilities.
- As Government Chief Information Security Officer:
  - leverage the organisation's unique insights for cyber defence;
  - oversee system capability investment for cyber security;
  - set minimum technical security standards for good system hygiene, and produce technical and security guidance to support good information security governance and assurance practices;
  - uphold the concept of a unified public service;
  - ensure te ao Māori concepts, knowledge, values and perspectives are reflected in the work and ethos of the function.

The GCSB's head office is in Wellington. The GCSB hosts a number of shared services that provide enabling functions to the NZSIS, including human resources, finance, facilities, and common technology. It also provides secret information technology services across government. As at 30 June 2022, the GCSB had 535 full-time equivalent staff.

## Ngā haepapa | Accountabilities

### Te pūnaha | System

The Director-General of the GCSB 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 member of the public service leadership team, the Director-General of the GCSB 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.

As a Public Service leader, the Director-General of the GCSB 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.
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Te pokapū | Agency      The Director-General of the GCSB is ultimately accountable to the Public Service Commissioner. On a day-to-day basis, the Director-General of the GCSB is accountable to the Minister Responsible for the Government Communications Security Bureau.

### Ngā hononga matua | Key relationships

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Te Kāwanatanga | Government

- Minister Responsible for the Government Communications Security Bureau
- Minister for National Security and Intelligence
- Other relevant Ministers
- Cabinet External Relations and Security Committee (which is responsible for determining New Zealand’s National Intelligence Priorities)

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Pāremata | Parliament

- Leader of the Opposition
- The Intelligence and Security Committee

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Te ratonga tūmatanui | Public Service

- Members of the Public Service Leadership team
- New Zealand Intelligence Community (NZIC), which consists of the GCSB, the NZSIS, and the Department of the Prime Minister and Cabinet, who work closely and collaboratively with each other to support Aotearoa New Zealand’s national security sector and system
- Officials’ Committee for Domestic and External Security Coordination (ODESC), and the Security Intelligence Board
- GCSB supplies intelligence to a number of Government agencies including the Ministry of Foreign Affairs and Trade, the New Zealand Defence Force, New Zealand Police, Ministry of Defence, Department of Internal Affairs, New Zealand Customs Service, and the Ministry of Business, Innovation and Employment
- As Government Chief Information Security Officer, the Director-General of the GCSB helps strengthen Government decision making around information security and supports a system-wide uplift in security practice.

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Ngā iwi me ngā hāpori whānui | Iwi and wider communities

- Iwi and Māori organisations
- Nationally significant organisations
- Agencies undertaking space-related and high-altitude activities
- Internet service providers
- Telecommunications network operators

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Te ao whānui | International

- Counterpart agencies in overseas jurisdictions

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E ai ki te ture | Statutory

The following offices have an oversight and scrutiny role:

- The Inspector General of Intelligence and Security
- Commissioners of Intelligence Warrants
- Intelligence and Security Community
- Other independent authorities including the Office of the Ombudsman, the Auditor-General, and the Privacy Commissioner

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## Te momo kaiarataki e whāia ana | Leader profile

### Te kaiaratakinga | Leadership

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.

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.

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

The Director-General of the GCSB's critical success priorities are to:

- Build and maintain trust and confidence in the intelligence and security sector;
  - Provide system leadership to the NZIC and other agencies by working seamlessly to achieve outcomes and maintaining effective responses to an increasingly complex and global threat-scape;
  - Lead in building and maintaining effective collaborative relationships with partner agencies within Aotearoa New Zealand and with other jurisdictions;
  - Ensuring collaborative and sector orientated relationships with Officials' Committee for Domestic and External Security Coordination (ODESC) system, the Security and Intelligence Board, the Hazard Risk Board and those government agencies with roles in Aotearoa New Zealand's security and intelligence community;
  - Providing leadership, effective management and development of the GCSB and ensuring GCSB maintains a very high degree of technical proficiency;
  - Modelling leadership and collaborative behaviours within the wider Public Service to achieve cross sector and whole of government outcomes;
  - As a regulator, have excellent communications and exchange of information between the GCSB and relevant agencies that supports robust and resilient infrastructure and strong information security;
  - Strengthen the GCISO functional leadership role and work with the Government Chief Digital Officer and the Government Protective Security Lead to reset and reposition the model for information security within digital government.
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## Te momo tangata e whāia ana | Person profile

Ngā pūkenga me ngā wheako | Skills and Experience

Specific skills and experiences (focused on the person we are looking for):

- A high level of awareness of intelligence matters and cyber threats and how to address them;
- Experienced in taking a stewardship approach to advising Ministers on the future direction, sustainability, and performance of cyber security and information security matters across the government and private sectors;
- Highly skilled at managing relationships with Ministers, chief executives, non-government providers, and domestic and international stakeholders;
- A respected independent thought-leader with excellent judgement;
- Ability to make sound 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 the GCSB must be <u>experienced and able to demonstrate</u> their ability to lead across the key dimensions set out in the table below:			
System Leadership	Organisational Leadership	Operational Delivery	Context and Relationship Management
Ability to lead with a system and future focus through collaboration and cross-sector governance.	Ability to maintain, adapt and improve capabilities to ensure that the organisation delivering multiple functions can continue to deliver into the future.	Ability to lead an organisation with diverse operational activities including intelligence, cyber security, information security and regulatory functions	Maintain effective working relationships and trust and confidence of Ministers and other stakeholders.
Capability to deliver standards and lead best practice through the Government Chief Information Security Officer function working with other related system leads e.g. GCDO, and GPSL.	Maintain and enhance the agency to support other agencies such as NZ Police, NZDF, MFAT, Customs and the NZSIS to deliver their functions through the provision of intelligence and technology.	Ability to evaluate and assess threats, and use judgement on when and how to act at all times within sector-specific legislation.	Maintain domestic and international partnerships to advance New Zealand's national security priorities.
Work with the New Zealand Intelligence Community and Security Intelligence Board agencies to protect New Zealand's national security.	Identify opportunities and work in collaboration with the New Zealand Security Intelligence Service to achieve intelligence and security outcomes.	Exercise appropriate discretion and judgement when using statutory powers and managing sensitive information.	Te ao Māori knowledge and capability and an understanding of the Crown's relationship with Māori as a Treaty partner.
Ability to work with private sector entities on a range of issues including cyber, information security and regulatory issues.		Ability to lead a high-performance culture within the organisation, and ensure the agency's compliance with sector-specific legislation.	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.

Up to date information on the Government Communications Security Bureau's outcomes, organisational structure, dimensions and appropriations can be found on the website <https://www.gcsb.govt.nz>

Information on the New Zealand Intelligence Community can be found on the website <https://www.nzic.govt.nz/>

Other useful information is also available at the following links:

- Legislation: <https://www.gcsb.govt.nz/about-us/legislation/>
- Annual Reports: <https://www.gcsb.govt.nz/about-us/annual-reports/>