



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 te Tiriti o Waitangi and the Treaty of 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.



SOCIAL WELLBEING AGENCY | **TOI HAU TĀNGATA**

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

Te Pokapū | Agency **Toi Hau Tāngata | Social Wellbeing Agency**

Te whāinga o te tūranga | Position purpose

Social wellbeing enables people, whānau and communities to live the lives to which they aspire and includes both material conditions and quality of life. Toi Hau Tāngata | the Social Wellbeing Agency (the Agency) is at the nexus of some of the most challenging social issues which span multiple agencies, and that require a people-centred, integrated, sustainable and enduring approach to improve wellbeing.

The Agency:

- Provides cross-social system policy advice and supports the social sector with cross-system work; and
- Creates insights, tools, and practices that improve cross-social system decision making for improving wellbeing.

Drawing on a broad evidence base, the Agency enables the government and other public sector agencies to better understand the needs and circumstances of different groups. The Agency is small, nimble and innovative and supports a more joined up social sector. It takes a broad view, looking at issues that New Zealanders face but do not fit neatly into the work of a single agency, and helps to strengthen the use of data and evidence in decision making.

The Agency services the Social Wellbeing Board with secretariat support and policy advice and works with the Board on how its improving social wellbeing approach contributes to the broader system and how it should be implemented.

The role of the Chief Executive is to lead their agency to ensure it is delivering high quality policy advice and insights on cross-cutting social issues. The Chief Executive works collaboratively with Public Service Secretaries and colleagues from across the Public Service to leverage the Agency's strategic policy and insights expertise and, deliver cross social sector solutions to enduring social issues that agencies cannot achieve alone.

Ngā haepapa | Accountabilities

Te pūnaha | System As a Public Service Chief Executive, the Chief Executive has the responsibilities, functions and 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 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; 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 is accountable for delivery of the Agency's functions, which are to:

- Provide cross-social system policy advice on issues that fall across or between agency responsibilities, in partnership with social sector agencies;
- Facilitate, on behalf of all agencies, cross-cutting pieces of work;
- Lead improved understanding of strategic social wellbeing issues across the Public Service and wider social sector;
- Provide advice to Ministers and the relevant Cabinet committees that is informed by a collective view from relevant social sector agencies;
- Support the Social Wellbeing Board with secretariat support and policy advice;
- Lead and facilitate cross-cutting pieces of work on behalf of all agencies;
- Create system infrastructure, tools, methods and approaches to build policy, partnering and decision-making capability across the social sector and ensure high-quality policy, data and insights are used to inform advice to Ministers;
- Support the safe, easy and respectful sharing and use of data across the social system;
- Lead the use of advanced analytics to improve social wellbeing and boost sector capabilities to understand, measure and enable what works; and
- Support the Officials of the relevant Cabinet committees where necessary.

Ngā hononga matua | Key relationships

Te
kāwanatanga |
Government

- Responsible Minister
- Chair of the relevant Cabinet committees

Te ratonga
tūmatanui |
Public Service

- Secretaries across the Public Service, and the Public Service Leadership Team.
 - Secretaries and agencies in the social sector to drive a coordinated approach to improving social wellbeing and achieve key cross-social sector outcomes.
 - The Chief Executive works alongside members of the Social Wellbeing Board and the independent Chair. Members of the Social Wellbeing Board are the Secretaries for the Ministries of Social Development, Justice, Health, Housing and Urban Development, Education, the Department of the Prime Minister and Cabinet, Oranga Tamariki, and Te Puni Kōkiri and the Commissioner of New Zealand Police.
 - The Social Wellbeing Agency is a departmental agency hosted by Te Kawa Mataaho Public Service Commission. The Chief Executive will work closely with the Public Service Commissioner as the host agency chief executive to jointly develop and agree a Departmental Agency Agreement, which sets out the working arrangements between the agencies.
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Ngā iwi me ngā hapori whānui | Iwi and wider communities

- To understand options and opportunities to improve the effectiveness of social services and social wellbeing more broadly, the Agency engages with a wide range of stakeholders and strategic partners, academics, iwi and hapū, Pacific and ethnic communities, and key advisory groups.

Te momo kaiarataki e whāia ana | Leader profile

Te kaiaratakinga | Leadership

Excellent leadership by Public Service Secretaries and chief executives (Secretaries) is essential for a high performing, professional and world class Public Service. Underpinning this 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, Secretaries 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, Secretaries 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

Over the next three to five years, the Chief Executive will need to:

- Given the breadth of cross-cutting social policy issues, work with the Social Wellbeing Board to determine policy priorities, including priorities it will lead and priorities it will influence across the system;
- Advise and support the Social Wellbeing Board to align and deliver the Agency's work programme to meet Government priorities;
- Improve cross-social sector decision-making through the creation and implementation of high-quality policy, tools and practices to enhance social wellbeing for all New Zealanders;
- Build and maintain strong relationships with the Responsible Minister, chair of [the relevant Cabinet committee], other relevant Ministers and Public Service Secretaries;
- Work collaboratively with others, including Māori, in the development of methods and the development of the wellbeing approach more broadly;
- Work with the social sector to ensure the social wellbeing system is fit for purpose and fit for the future;
- Build and strengthen the Agency's system leadership role and strategic policy and influencing capability;
- Lead and support the social sector on cross-system work; and
- Provide strong stewardship of the Agency, including its medium and long-term sustainability, and organisational health.

Te momo tangata e whāia ana | Person profile

Ngā pūkenga e hāngai pū ana ki te tūranga | Position specific competencies

The competencies outlined below are the specific requirements of the role at this time. To see the full range of capabilities required go to:

<https://www.publicservice.govt.nz/resources/leadership-success-profile/>

Leading strategically

Think, plan, and act strategically; to engage others in the vision, and position teams, organisations, and sectors to meet customer and future needs.

Leading with influence	Lead and communicate in a clear, persuasive, and impactful way; to convince others to embrace change and take action
Enhancing system performance	Work collectively across boundaries; to deliver sustainable and long-term improvements to system and customer outcomes.
Achieving ambitious goals	Demonstrate achievement drive, ambition, optimism, and delivery-focus; to make things happen and achieve ambitious outcomes.
Achieving through others	Effectively delegate and maintain oversight of work responsibilities; to leverage the capability of direct reports and staff to deliver outcomes for customers.
Enhancing people performance	Build cohesive and high performing teams; to deliver collective results that are more than the sum of individual efforts.
Curious	Show curiosity, flexibility, and openness in analysing and integrating ideas, information, and differing perspectives; to make fit-for-purpose decisions.
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 Social Wellbeing Agency outcomes, organisational structure, dimensions and appropriations can be found on the website <https://www.swa.govt.nz/about-us>

Other useful information is also available at the following link:

- Annual Reports: [link here](#)