



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.

He Whakamārama mō te Tūranga Position Description



Te Kawa Mataaho
Public Service Commission



Te Tūranga | Position **Te Tumu Whakarae mō Te Tari Hara Tāware | Director and Chief Executive**

Te Pokapū | Agency **Te Tari Hara Tāware | Serious Fraud Office**

This position is a member of the Public Service Leadership Team

Te whāinga o te tūranga | Position purpose

The Serious Fraud Office (SFO) is the lead law enforcement agency responsible for addressing serious and complex financial crime in New Zealand. The SFO also works to prevent financial crime and corruption in New Zealand's public sector by providing guidance and raising awareness.

The SFO supports the Government's priorities for New Zealand by ensuring that the effectiveness of government expenditure is not reduced by fraud and corruption. The SFO protects New Zealand's reputation for transparency, integrity, fair-mindedness and low levels of corruption, and contributes to New Zealand's economic security and prosperity by making it a safe place to invest and do business.

The SFO focuses on a small number of serious and complex cases based on one or more of the following:

- Scale of the alleged financial crime;
- Legal, factual and evidential complexity;
- The suspected nature and consequences of the fraud; or
- Any relevant public interest considerations

Unlike the focus of other parts of the justice sector on managing high volumes of offending and reducing numbers in the justice pipeline, the SFO is concerned with reducing relatively low volume but high cost and high impact offending. While its cases may be few, they are often significant in terms of the value of the fraud, the number of persons affected and the impact on public confidence in either the integrity of our financial markets or the administration of our justice system.

The Director of the Serious Fraud Office (the Director) provides strong and effective leadership to ensure the SFO delivers on its role and functions, that investigations and prosecutions of serious and complex fraud are undertaken fairly and in a timely manner, and ensures the SFO operates in a way that reflects the Government's priorities.

Ngā haepapa | Accountabilities

Te pūnaha | System

As a Public Service chief executive, the Director 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 member of the Public Service Leadership Team, the Director 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 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 Director will be accountable for:

- The SFO carrying out the purpose of the Serious Fraud Office Act 1990, the Public Service Act 2020, the Public Finance Act 1989 and other relevant statutes and legislation;
 - Providing leadership, effective management and development of the SFO;
 - The stewardship of the SFO, including its medium and long-term sustainability, organisational health, capability and capacity to offer free and frank advice to successive Governments;
 - Building and maintaining the trust and confidence of the responsible Minister and other justice sector Ministers;
 - The stewardship of the assets and liabilities that are used by or relate to the SFO and the legislation administered by the SFO;
 - Giving effect to whole-of-government requirements on matters such as procurement, property management, ICT, security and privacy;
 - The performance of the functions and duties and the exercise of the powers of the SFO;
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- The efficient and economical delivery of services provided by the SFO and how effectively these services contribute to Government priorities and customer need; and
- Ensuring that the work of the SFO continues to build public confidence in the SFO and the rule of law

Ngā hononga matua | Key relationships

Te Kāwanatanga |
Government

- Minister of Police
- Ministers for justice sector agencies

Te ratonga tūmatanui |
Public Service

- Members of the Public Service Leadership Team
- The SFO is part of the justice sector and the Director is a member of the Justice Sector Leadership Board. The SFO works collaboratively with agencies on the co-ordinated planning, decision-making and delivery of results for the sector and key Government initiatives
- The SFO works closely with law enforcement and other regulatory agencies across the justice and financial services sector. The SFO has Memoranda of Understanding to work together and share advice with the New Zealand Police, the New Zealand Customs Service, the Financial Markets Authority, Victim Support, and Inland Revenue.
- The SFO also works with other key organisations performing similar functions; the Crown Law Office, the Department of the Prime Minister and Cabinet, the Department of Internal Affairs, the Office of the Auditor-General, the Ministry of Business, Innovation and Employment, and the Commerce Commission.

Ngā iwi me ngā hapori
whānui | Iwi and wider
communities

- Reputable capital markets are crucial to the maintenance of a strong economy. The Director engages actively with business leaders, to understand the environment within which they operate and to reinforce the legal and ethical obligations of business leaders.
- The Director also actively engages with the media and the public on the SFO's work, taking into account the obligations imposed by the secrecy provisions in the Serious Fraud Office Act 1990. The SFO engages with the public, not-for-profit and private sectors to increase public understanding of the prevention of financial crime, bribery, and corruption in the community.

Te ao whānui |
International

- The SFO has relationships with related international agencies on co-ordinated anti-corruption strategies, shared intelligence and co-operation in the areas of extradition, legal assistance and law enforcement. Key agencies include the APEC Anti-Corruption and Transparency Working Group, the Australian Securities and Investment Commission, the Economic Crime Agencies Network, the International Public Sector Fraud Forum, overseas agencies with a similar mandate, and the International Anti-Corruption Co-ordination Centre.

E ai ki te ture |
Statutory

The Director of the SFO has statutory independence. Operational decisions are made without ministerial direction.

The SFO has particular statutory powers to compel the production of documents and to require witnesses and suspects to answer any question put to them without recourse to the right of silence.

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 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.

As set out in the Public Service Act 2020, chief executives are required to proactively promote stewardship of the Public Service, including 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 making New Zealand safer and delivering accessible justice services and better outcomes for everyone. Over the next three to five years, the Director will need to focus on:

- Providing an agile investigative and prosecutorial capability and capacity that is well-regarded, sustainable and works effectively with other agencies;
- Provide efficient law enforcement action through the sharing of resources and powers by all agencies engaged in combatting financial crime, including best utilising the SFO's forensic skills and investigative resources to ensure there is an all-of-government response to identify and prosecute serious or complex fraud and financial crime;
- Capitalising on opportunities to prevent financial crime and corruption through collaboration with partners both within New Zealand and overseas, improving the understanding of the financial crime landscape and education and interaction with the public, private and not-for-profit sectors;
- Playing a lead role in increasing the effectiveness of the wider justice sector responses to serious and complex fraud including financial crime and corruption, building sector capability through influence and contributing to the Government's overall justice reform agenda; and
- Building and maintaining a strong public profile on serious fraud and corruption, including visibility and understanding of the SFO's programme and operating context.

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.
Developing talent	Coach and develop diverse talent; to build the people capability required to deliver outcomes.
Te taumata o te āheitanga Security Clearance	Appointment will be subject to a New Zealand Government Top Secret security clearance.

Up to date information on the Serious Fraud Office outcomes, organisational structure, dimensions and appropriations can be found on the website <https://www.sfo.govt.nz/our-vision>

Other useful information is also available at the following links:

- Annual Reports: [link here](#)
- Strategic Intentions: [link here](#)