

Regional Advisor Governance

Purpose

Our mission is that Te Whakarōpūtanga Kaitiaki Kura o Aotearoa – New Zealand School Boards Association (NZSBA) is the leader for effective school governance Whakamana! Whakaora! ki Te Tiriti o Waitangi.

To this end, Te Whakarōpūtanga wants Effective Governance and Student Success to be interwoven ki ngā kura katoa o Aotearoa.

Who we are

Te Whakarōpūtanga Kaitiaki Kura o Aotearoa – New Zealand School Boards Association (NZSBA) is the professional body for school boards in New Zealand, representing and advocating for our members and providing services to all state and state-integrated schools and kura.

NZSBA is at the heart of school governance. We influence and inform policy and sector outcomes; we support and enable school boards to flourish; we connect like-minded people through our learning and networking opportunities; we strengthen communities by helping students achieve.

Te Whakarōpūtanga Kaitiaki Kura o Aotearoa was established in 1989, following the introduction of New Zealand's largest school reform, Tomorrow's Schools. We are a not-for-profit incorporated society with charitable trust status.

Our service delivery arm, **GovHub** School Board Services, provides support to all board members via Ministry of Education funding, while our membership arm provides independent advocacy for school boards to the government and the rest of the education sector. Approximately 80% of all school boards are members, enjoying access to exclusive regional and national events, benefits and discounts, as well as a direct say in how we advocate.

What we do

GovHub is the operational arm of the NZ School Boards Association. Our [Ministry of Education funding](#) provides for employment and governance advisory services, as well as learning and professional development opportunities for school board members. This is available free to all state and state-integrated school boards. We offer other services to schools on a fee for service basis.

Our Values

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| • Kaitiakitanga | A sense of guardianship through being of service |
| • Connection | Relationship, unity and whanaungatanga to people and planet |
| • Tino Rangatiratanga | Recognising autonomy and self-determination |
| • Integrity | Where values and actions align to create a sense of wholeness |
| • Inclusiveness | Actively promoting equity and fairness |

Position description

Position purpose

The primary purpose of the Regional Advisor Governance position is to develop, support and increase the knowledge and understanding of governance practice within school boards across New Zealand.

Position details

Responsible to	Regional Lead
Functional relationships Internal	Chief Executive Officer Chief Advisor Governance Chief Advisor Employment / Manager Collective Bargaining National Employment Team National Governance Team Advisory Support Centre Team Regional Leads Regional Moderators Organisational Leadership Group Shared Services Team National Administrators
Functional Relationships External	School Boards Contracted NZSBA Service Providers Statutory Interventionists (LSM / Commissioner)
Staff	N/A

Fundamentals

- Empower collaborative relationships within school boards
- Increase understanding of the role of school boards within communities and key stakeholders
- Focus on the boards governance framework to deliver on student achievement within schools
- Understand the implications of effective governance in education and how this aligns with the whole of social sector
- Have an investment and developmental approach to the role of governance advice and support to ensure clear linkage to the well-being and achievement of all students
- Actively promote diversity within school and ensuring 'parent voice' is paramount
- Increase boards understanding in their role in relation to inclusion and equity within the school environment – including the governments key strategies for priority groups; Maori, Pasifika and those students with learning support needs.

Functions

- Establish and maintain proactive relationships with school boards
- Support, develop and enable boards to effectively self-govern
- Contribute to the development of GovHub governance resources
- Agency and external stakeholder engagement with the Ministry of Education and Education Review Office to support boards in their governance role in student achievement
- Represent GovHub within communities to strengthen understanding of the boards' governance role
- Lead, support and contribute to local and regional education initiatives
- Assist to continuously improve the GovHub governance function and service delivery
- Provide innovative solutions when required and enhance the profile of GovHub as an organization
- Gain trust with school boards based on effective governance practice and expertise
- Assess governance needs and board capabilities.

Case Management

- Liaise with in-house or contracted service provider to ensure a streamlined approach of governance support to boards
- Work in conjunction with employment advisors to ensure effective and efficient case management required for both employment and governance
- Ability to respond effectively to high-risk priority concerns for boards
- Regular review of individualised plans including monitoring of budgets and progress
- Provide governance advice to boards within regional locations including supporting conflict resolution processes
- Support other service providers by responding to complex questions and issues with respect to board governance
- As negotiated facilitate the delivery of professional development to boards including Nationally Advertised workshops, Communities of Learning / Kahui Ako and any other cluster of boards.

General

- Other related duties, as directed from time to time by the Regional Lead, which can include support for the GovHub Advisory and Support Centre, contribution or opportunities which exist under the GovHub Advisory Service Framework
- Mutually agreed special projects and case work outside of the designated region

Health & Safety

- Participate in all GovHub Health & Safety activities and act in a responsible and safe manner at all times (in accordance with GovHub H&S policy and procedures).

Person specification

Skills/experience required

- Clear understanding of effective governance within the education sector
- Governance experience, preferably having sat on a school board
- Excellent interpersonal and facilitation skills
- Ability to interpret legislation and other documentation
- Proven ability to participate as an effective team member
- Intermediate to advanced computer skills

Personal qualities/attributes

- A strong quality and client focus
- Ability to build sustainable relationships, based on trust and credibility
- Proven track record of achieving results
- A proactive and positive approach to working with diverse groups of people
- Deliver work with a high degree of professional integrity
- Comfort in facilitation
- Be personable and credible with the ability to influence and motivate
- Able to and comfortable with flexible work hours
- The desire for success in contributing to a high performing integrated team
- Be self-motivated with a strong developed work ethic
- Comfortable operating within a dynamic and changing environment
- Calm under pressure
- Resilient with a positive disposition
- Reflective on personal practice
- Understanding of and commitment to giving effect to Te Tiriti o Waitangi and tikanga Māori including comfort in a reo Māori environment