

Your Position

Your job	Principal Climate Resilience Advisor Kaitohutohu Matua Tū Pakari Āhuarangi
Your group	Policy, Planning & Regulatory Services
Your team	Climate & Environmental Planning
Your manager	Manager Climate & Environmental Planning
Your base	Porirua

What's most important to us

Porirua City is our place. A great place to live, work and raise a family. We want everyone to feel welcome, whether they are visiting, living or working here.

Our strategic priorities are to:

- Commit to the health of Te Awarua-o-Porirua Harbour and its catchment through investment, advocacy and regulation
- Build towards a low carbon city and proactively address the challenges of climate change
- Create thriving communities where everyone can be safe and healthy – at home, work or play
- Keep tamariki and rangatahi at the heart of our city

How we work together:

- Whakakotahi - Team up
Mā te mahi tahi e puta ai he hua ki tō tātou hapori
Together we make a difference for our community
- Mahi Atamai - Work smart
Ka whakapātari i a tātou anō kia pai ake ai ngā hua
We challenge ourselves to do things better
- Whakatinanatia - Make it happen
Mā te whakapeto ngoi, me ngā pūkenga e tutuki ai ngā whāinga
We use our energy to get things done

Your team's purpose

Policy, Planning & Regulatory Service's purpose is to:

- Develop, prepare and oversee policy, plans and strategies relating to social, economic, environmental, infrastructure, climate and regulatory services issues (including resource management, climate and District Planning policy);
- Lead the corporate planning processes including the Long-term Plan and Annual Plan; Deliver the regulatory functions and monitoring / enforcement services in relation to District Plan development control, building control, environmental control and animal control.
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- The Climate and Environmental Planning team's vision is to contribute to a resilient and inviting city that enables our communities to thrive.

Your purpose

The Principal Climate Resilience Advisor's role is to:

- Deliver the Council approved climate change adaptation programme that seeks to build a stronger, well prepared and resilient Porirua.
- Work across council functions and teams to support resilience initiatives and embed future climate alignment in the council's current activities.
- Support regional and national adaptation initiatives that relate to local authorities.

Who you'll be working with

Your direct reports	<ul style="list-style-type: none">• None
Your indirect reports	<ul style="list-style-type: none">• None
External people and groups	<ul style="list-style-type: none">• Te Rūnanga o Toa Rangatira• Members of the public and community organisations• Wellington Water Limited• Greater Wellington Regional Council• Other local authorities• Contractors, consultants, and suppliers• Government, public organisations and business• Industry groups
Internal people and groups	<ul style="list-style-type: none">• Executive Leadership Team, managers and staff at all levels of the organisation• Mayor, Councillors, Council and Council committees

Your responsibilities

What you'll do	How you'll do it
Leadership and Strategic Planning	<ul style="list-style-type: none"> • Demonstrate leadership in climate matters across Council by collaboration with colleagues and building trust and support across the organisation to order to achieve climate outcomes through others. • Engage and collaborate with mana whenua, the community, individuals, businesses, NGO's, our neighbouring councils and central government to reach mutually beneficial outcomes in our adaption to the impacts of climate change across the city. • Contribute to the strategic thinking as council undertakes its planning and investment functions that shape the city. Trouble-shoot complex adaptation and mitigation issues and advise with future focused solutions that reflect best practice methodologies. • Write internal policy and support the delivery of programmes related to adaption actions across Council.
Operational Delivery	<ul style="list-style-type: none"> • Translate and integrate Porirua City Council's Climate Change Strategy, Rautaki o te Ao Hurihuri, into all of Councils activities and decisions. • Build on the Council approved adaptation plan and lead the implementation of this across the business and community, in partnership with mana whenua • You will build capacity and understanding of climate change adaptation and mitigation within Council and develop a framework for decision making so that the appropriate actions can be taken at the right time. • You will translate central government policy into the local context. You will guide and advise senior leadership and elected members through complex issues and help support sound decision making. • You will help shape and reorientation Porirua into a climate ready city. • You will provide subject matter expertise on climate change across Council.
Relationship Management	<ul style="list-style-type: none"> • You will collaborate and partner with Ngāti Toa Rangatira to give effect to the Treaty of Waitangi • You will build trust and work with all parts of council, including the executive leadership team, elected representatives and activity leads to align the delivery of Council functions with the science, policy, and legislation relating to climate change and natural hazard risk management. • Establish and maintain relationships with external stakeholders including Greater Wellington Regional Council, Wellington Water, neighbouring councils, central government, businesses and industry groups. • You will lead and co-ordinate the distribution and presentation of information to partners, stakeholders, interest groups and local community groups relating to climate change adaptation programmes. • Represent Council and the Policy, Planning and Regulatory Group at appropriate conferences, seminars and other events
Corporate Responsibilities	<ul style="list-style-type: none"> • Build commitment to our vision, strategic directions, values and services

	<ul style="list-style-type: none"> • Willingly undertake any duty required within the context of the position • Adhere to our Code of Conduct • Undertake civil defence and emergency management tasks as directed including participation in pre-event training and rostered duties during an emergency event
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Your skills, experience and qualifications

It's essential that you have:	<ul style="list-style-type: none"> • A tertiary qualification and climate relevant knowledge gained through experience working in a related field • An understanding of natural hazards and climate change related science, policy, legislation, regulatory requirements and what this means for local government • Strong political acumen, interpersonal savvy and customer service orientation • Have a problem-solving attitude • Demonstrated project management experience, and the ability to manage complex projects involving a number of stakeholders • A proven ability to build trust, communicate complex issues and to adapt communication to your audience • Strong communication – written skills, presentation and facilitation • Understanding and commitment to the Treaty of Waitangi and bicultural issues • Strategic skill to consider intergenerational solutions • Understanding and commitment to health and safety in the workplace • Understanding and commitment to diverse workplaces • A current unrestricted New Zealand driver's licence
It'd be great if you also have:	<ul style="list-style-type: none"> • Experience in risk management • Experience working for local government • Experience in community engagement and consultation • A working knowledge and understanding of the Resource Management Act and Local Government Act.

Last updated February 2025



Porirua City Council supports an inclusive and welcoming environment and is a member of Diversity Works.