

Your Position

Your job	Play Advocate-Porirua (Fixed Term 14 months from appointment) Kaiāwhina Hākinakina - Porirua
Your group	Community & Partnerships
Your team	Recreation
Your manager	Manager Recreation
Your base	Council premises within 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 and skills to get things done

Your team's purpose

Community & Partnerships purpose is to:

- lead Council's strategic initiatives that support and manage business and commercial growth
- strengthen strategic relationship management for Council and maintain oversight of the partnership with Ngāti Toa Rangatira
- lead the Council's partnership approach with key stakeholders and community groups
- deliver community services, including library, recreation and cultural services

Your purpose

The Play Advocate - Porirua's role is to:

- make connections, partner and collaborate to bring play into Porirua localities.
- advocate for and influence consideration, empowerment, enablement, and equitable promotion of play.
- shape and develop Porirua City's Play Plan, with a specific focus on Playable Porirua, tamariki and rangatahi, to enjoy playful moments regularly in their local environment.

Who you'll be working with

Your direct reports	• None
Your indirect reports	• None
External people and groups	• Clients and members of the public • Community groups and organisations • Other local and regional authorities • Business sector and tourist operators • Industry groups, and government departments • Ngāti Toa Rangatira
Internal people and groups	• Executive Leadership Team, managers, and staff at all levels of the organisation • Play & Physical Activity Co-ordinator • Parks business unit staff

Your responsibilities

What you'll do	How you'll do it
Operational Delivery	• Undertake internal analysis, and/or assessment of activities across council to assemble a strong understanding of the current and potential work areas which impact upon the conditions for play. • Leveraging Playable Porirua, develop a Play Porirua plan and take the lead on "Play" related objectives for Council. • Support the Play and Physical Activity Coordinator in targeted delivery of planned play opportunities as appropriate. • Advocate and help enable the inclusion of play in BAU, projects and work programmes across priority areas in Council. • Consider planning from an operational delivery view point and seek input and guidance from relevant council team members. • Facilitate improved conditions/ opportunities for play (space, time and permission) across Porirua. • Looking at play that is relevant to Porirua, is culturally appropriate, and grounded in mātauranga Māori. • Design and oversee play audits and monitor against a developed action plan, that enable council's addressing of outcomes such as improved results in the Children and Young people status report. • Ensure that council contributes positively to all relevant regional and local play working groups and the development of a wider Regional Play Network. • Prepare and submit proposals for projects targeting play to qualify for external funding.
Relationship Management	• Identify key internal stakeholders, establish and build positive relationships that are professional, and constructive that see sustained, mutually beneficial outcomes. • Through relationship building, advocacy, education, promote an instinctive and willing inclusion of "play" across relevant council departments. • Establish a strong and sustained network of play champions within council, including mana whenua representation. • Connect and maintain relationships with the National Network of Local Play Advocates to learn, grow and support each other. • Foster alignment of Porirua City's Play activation programme with Sport NZ, Nuku Ora and relevant industry partner programmes. • Take opportunities that emerge within strategy, policy, programmes, and regional network planning as they relate to growing the conditions for play. • Establish and maintain relationships with key stakeholders and business and industry groups.
Corporate Responsibilities	• Ensure that the objectives of the Investment agreement with Sport NZ are achieved within the agreed timeframes. • Commitment to Playable Porirua and enabling of Council's strategies, notably; Tamariki and Rangatahi Strategy, Maungaroa 2050 and Ola Kamataga – Beginning of Life 2024 - 2027. • Build commitment of our vision, strategic directions, values and services • 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

Your skills, experience and qualifications

It's essential that you have/are:	• A passion for working with people demonstrating stakeholder management and relationship building skills. • Enthusiasm for working collaboratively and in partnership with a range of entities both internally and externally. • Collaborative, inquisitive, and strategic and ability to helpfully influence existing ways of operating, while maintaining positive relationships • A high level of personal motivation and able to work on their own initiative and maintain systems without the need for close supervision. • Cultural awareness and understanding of multi-cultural and community issues. • An understanding of how to engage with Māori and Pacific peoples and can do so with confidence. • Understanding and commitment to the Treaty of Waitangi and bicultural issues • Minimum of 3-5 years practical experience in play health promotion/community development • Highly organised with effective time management skills and ability to work to deadlines. • Strong written and verbal communication with experience in report writing with an eye for detail • Sound computer skills with proficiency in Microsoft Office products • An understanding of the Health and Safety at Work Act 2015 • An unrestricted drivers licence. • Understanding and commitment to diverse workplaces
It'd be great if you also have:	• Experience leading and managing change (change management) in sport and or other related industry. • Sponsorship and fundraising experience • Experience in the provision of play • Understanding of and experience working in a local government environment.

As many events will be run outside normal business hours, flexibility in working hours is required

Last updated October 2025



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