

Your Position

Your job	Taiao Apprentice – Restoration, Horticulture and Biosecurity
Your group	Infrastructure
Your team	Parks
Your manager	Programme Manager – Eastern Porirua Cadets, Natasha Graham)
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

The Infrastructure group comprises four teams: Parks, Transport, Water Services and Waste. The Group is responsible for a significant portion of the Council's customer interactions and budget spend as people work, live and play in Porirua.

The Parks team looks after Porirua's natural landscapes and the health of Te Awarua o Porirua Harbour to ensure both our people and environment thrive. From our streams, bush and coastal areas to sports fields and shared paths, we manage and regenerate the spaces that define Porirua, and we work in partnership with Ngāti Toa and our community to create safe, welcoming, and ecologically rich places for generations to enjoy.

Your purpose

As a Taiao Apprentice, you will support the care and restoration of Porirua's parks and natural areas while developing practical skills across ecosystem restoration, garden maintenance, nursery operations, and biosecurity operations.

This four-year apprenticeship combines hands on work with formal study, following a 1+1+2 pathway to achieve Level 3 Horticulture and Pest Operations Qualifications and Level 4 Conservation Qualification. Through this journey, you will grow your capability while contributing to healthy and resilient environments for the community now and into the future. Supporting the city to achieve its harbour, biodiversity, and climate goals.

You will build the capability to operate safely, effectively, and independently across a range of conservation activities, from plant production to pest trapping setting you up for a wide range of roles and challenges in parks management, conservation and the environmental sector.

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">• Members of the public and community organisations• Ngāti Toa Rangatira• Porirua Harbour Accord Partners
Internal people and groups	<ul style="list-style-type: none">• Executive Leadership Team, managers and staff at all levels of the organisation

Your responsibilities

What you'll do	How you'll do it
Operational Delivery	<ul style="list-style-type: none">• Participate in planned rotation across Park's teams and functions to gain a broad range of skills and experience aligned with apprenticeship training objectives. This will include, but not be limited to, undertaking task such as:• Carry out pest, plant and animal control including spraying, trapping, baiting etc.• Prepare, plant and maintain revegetation areas and restoration sites.• Weed control by mechanical and chemical means• Maintain gardens and or replenish gardens• Plant propagation, growing, maintenance, and dispatch within the nursery

	<ul style="list-style-type: none"> • Remove rubbish from PCC maintained land • Safely use and maintain tools, machinery, and equipment appropriate to the role • Participate in team meetings, toolbox talks and briefings • Follow standard operating procedures (SOPs) and work instructions • Maintain accurate records of work completed where required • Contribute to maintaining clean, organised, and safe work environments • Work collaboratively with the team you are in, to achieve service level expectations and programme objectives safely and efficiently. • Undertake special projects and tasks as requested by Managers in the Urban Ecology Team.
Training and Development	<ul style="list-style-type: none"> • Attend all mandatory training remotely and or in person as per requirement • Complete all required documentation, assessments and assignments within agreed timeframes. • Undertake 8 hours per month of apprenticeship-related supported study time • Undertake self-directed learning outside of work hours as required including some coursework and assessments. • Complete additional training or competencies as required to perform tasks in line with work programmes, policies, and Standard Operating Procedures. • Complete external industry training (e.g. Growsafe, machinery operation) as required • Apply learning in the workplace to build practical capability • Seek feedback and demonstrate ongoing development and improvement • Support the integration of Mātauranga Māori in Parks management and conservation practice where appropriate.
Relationship Management	<ul style="list-style-type: none"> • Contribute positively to a team culture and inclusive working environment • Support colleagues by sharing knowledge and experience • Communicate clearly and respectfully • Work collaboratively with colleagues, supervisors, and other Council staff • Engage positively with landowners, volunteers, community groups, and stakeholders • Demonstrate respect for iwi partners and cultural knowledge.
Health and Safety	<ul style="list-style-type: none"> • Understand and apply health, safety and risk management in accordance with Council's risk management framework and relevant legislation. • Take responsibility for your work environment; identify, assess, and manage hazards and risks to ensure they are addressed. • Encourage and support the identification, assessment, management, reporting and monitoring of hazards and risks to ensure they are addressed. • Recognise when to escalate issues. • Take reasonable care that what you do or don't do does not adversely affect the health and safety of other people.

	<ul style="list-style-type: none"> • Take reasonable care of your own health, safety, security, and wellbeing. • Use PPE and equipment appropriately • Foster a safe environment for staff, volunteers, and community groups and or participants in activities or events. • Ensure all health, safety and security incidents are reported. • Encourage others to report health and safety incidents and risks. • Cooperate with any reasonable workplace health and safety policy or procedure. • Comply with any reasonable instructions given.
Corporate Responsibilities	<ul style="list-style-type: none"> • 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 • Contribute to giving effect to Porirua City Council's commitments under the Porirua Harbour Accord by supporting actions that protect and restore the health of Te Awarua-o-Porirua. • 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:	<ul style="list-style-type: none"> • A genuine passion for nature. • Commitment and ability to meet the academic study requirements and practical work skills required to achieve Level 3 Horticulture and Pest Operations Qualifications and Level 4 Conservation Qualification within the four-year apprenticeship • A practical, hands-on approach and enjoy working outdoors in all weather and terrain. • Motivation to learn and grow, including completing study and assessments in your own time as part of gaining your qualifications. • A reasonable level of fitness to meet the physical demands of the role (digging, planting, off track work, carrying spray units etc.) • The ability to follow instructions and work safely both independently and as part of a team, asking questions and escalating issues as needed. • Able to work well in multiple teams and build positive relationships with colleagues and supervisors. • Good communication skills and a positive proactive attitude • Basic competency in administrative tasks, with good literacy and the ability to use computers and digital systems • Basic digital skills (e.g. recording data, using apps for fieldwork etc.) • Initiative and can work through problems independently Reliability and strong work ethic. • The ability to manage time effectively and complete tasks within allocated timeframes. • Respect for the environment, wildlife and cultural values associated with land use. • Eligibility to enrol with nominated training providers and complete Level 3 Horticulture, Level 3 Pest Operations and Level 4 Conservations qualifications. • A current New Zealand restricted or full driver licence
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	<ul style="list-style-type: none"> • Understanding and commitment to health and safety in the workplace • Understanding and commitment to diverse workplaces • Understanding and commitment to the Treaty of Waitangi and bicultural issues
It'd be great if you also have:	<ul style="list-style-type: none"> • Previous experience in conservation, horticulture, farming, landscaping, or environmental work • Basic plant identification skills (native and/or pest species) • Familiarity with pest control methods or biosecurity practices. • Knowledge of New Zealand ecosystems and recovery • Experience working outdoors or in physically active roles • Cultural awareness and willingness to engage with te ao Māori and tikanga. • Experience with community groups and /or restoration projects.

Last updated May 2026



Porirua City Council supports an inclusive and welcoming environment and is a member of Te Urū Tāngata, Centre for Workplace Inclusion.

In addition to the above Position Description, here is some further information about this Apprenticeship Programme.

The Taiao Apprenticeship is part of Porirua City Council's Te Ara Taiao Programme which provides pathways to jobs caring for nature. The apprenticeship provides a paid, hands-on pathway into the environmental sector, setting apprentices up with well-rounded experience and qualifications in caring for nature and parks.

The Te Ara Taiao Programme is delivered in partnership with The Western Institute of Technology at Taranaki (WITT) or Te Kura Matatini o Taranaki, which is part of Te Pūkenga – the New Zealand Institute of Skills and Technology, given apprentices access high quality career focus learning.

What You'll Gain

Apprentices gain nationally recognised qualifications while working across parks operations in horticulture, restoration, pest control, conservation, biodiversity, and nursery operations.

- Paid employment starting at the Living Wage
- Full PPE, wet weather gear, and uniforms provided
- Nationally recognised qualifications through WITT
- Practical hands-on environmental experience
- Mentoring and support from experienced staff
- Exposure to multiple environmental career pathways

Training Pathway

Apprentices will receive ongoing mentoring and support throughout the programme. Progression to each stage is based on completing training milestones, practical learning outcomes, and maintaining positive performance standards.

- Year 1 – NZ Certificate in Horticulture (Level 3)
Plant propagation, planting, maintenance, and nursery operations
- Year 2 – NZ Certificate in Pest Operations (Level 3)
Pest plant and animal management, weed control, biosecurity, and field operations
- Years 3 & 4 – NZ Certificate in Conservation (Level 4)
Conservation, biodiversity restoration, ecological monitoring, and environmental management

The apprenticeship requires independent remote study as well as in person block course.

Applicants with existing horticulture or pest operations qualifications may have their training pathway adjusted to support progression into higher-level or specialised learning opportunities.



Work Across Diverse Teams

Apprentices will rotate across Parks teams and projects to build practical experience and support achievement of the training outcomes, qualifications, and industry standards within their apprenticeship pathway. Rotations are based on seasonality and the qualifications being acquired. The initial placement from July 2026 will be focused on restoration planting. Rotations will include:

- Nursery Operations
- Horticulture Operations
- Biosecurity
- Restoration Teams
- Te Ara Taiao Projects
- Harbour Restoration
- Rangers

Our Values

- Work Smart – Building capability through practical learning and experienced mentoring.
- Make It Happen – Delivering meaningful environmental outcomes across parks and restoration projects.
- Team Up – Working collaboratively with WITT, operational teams, and community partners.

Career Opportunities

Graduates may progress into careers including:

- Biodiversity Ranger
- Coastal Ranger
- Nursery Operations
- Parks and Reserves
- Environmental Restoration
- Horticulture and Biosecurity

