

Kaihautū Hanga Tatauranga | Statistical Production Lead

Nga mahi o te tari kāwanatanga | Working in the Public Service

Ka mahitahi mātou o te ratonga tūmatanui kia hei painga mō ngā tāngata o Aotearoa.

i āianeī, ā, hei ngā rā ki tua hoki. He kawenga tino whaitake tā mātou hei tautoko i te Karauna i runga i āna hononga ki a ngāi Māori i raro i Te Tiriti o Waitangi. Ka tautoko mātou i te kāwanatanga manapori. Ka whakakotahingia mātou e te wairua whakarato ki ō mātou hapori, ā, e arahina ana mātou e ngā mātāpono me ngā tikanga matua o te ratonga tūmatanui i roto i ā mātou mahi.

In the public service we work collectively to make a meaningful difference for New Zealanders now and in the future. We have an important role in supporting the Crown in its relationships with Māori under the Treaty of Waitangi. We support democratic government. We are unified by a spirit of service to our communities and guided by the core principles and values of the public service in our work.

You can find out more about what this means at (<https://www.publicservice.govt.nz/about-us>)

Mō Tatauranga Aotearoa | About Stats NZ

As New Zealand's national statistics office, Stats NZ Tatauranga Aotearoa is uniquely positioned to support the decisions that the Government, Māori and Iwi organisations, businesses, NGOs, and New Zealanders make every day. Our structure, culture, and systems are designed with collaboration and customers in mind – mobilised and working together to realise our ambition: **About Aotearoa, for Aotearoa – data that improves lives today and for generations to come.**

The increased availability of data brings data-driven innovation. Insights obtained from exploring data can lead to new and creative approaches in business, public services, and customer experience – ultimately improving the wellbeing of New Zealanders. Stats NZ Tatauranga Aotearoa, as data stewards and leaders of the data eco-system proactively protect and enhance the provision of good quality data to realise the value of data.

Stats NZ Tatauranga Aotearoa is led by the Chief Executive who is also the Government Statistician and Government Chief Data Steward.

Te Tiriti o Waitangi

As an employee of Tatauranga Aotearoa Stats NZ and as a public servant, you are committed to upholding the spirit and essence of Te Tiriti o Waitangi. This means ensuring your work supports the provisions and principles of Te Tiriti o Waitangi, highlighting and acting on any breaches. By embracing and uplifting te reo Māori, tikanga practices and te ao Māori at work you are contributing to the Crown's commitment under the Public Service Act 2020 to engage with Māori and support the Māori-Crown relationship.



Mō te tūnga | Role Purpose

The Statistical Production Lead plays a crucial role in supporting teams to coordinate and manage release tasks, ensuring timely delivery to meet release deadlines. Build strong relationships with Analysts and Advisors to be a trusted, credible, and influential voice.

This position offers an opportunity for individuals with relevant experience and expertise to contribute to the successful delivery of releases within the organisation.

Requirements in your role may change with the needs of the organisation.

Key Outcomes	Accountabilities
Provide project management of one or more releases	<ul style="list-style-type: none"> • Work closely with the Unit Manager as senior member of the team to oversee task supervision and assignment, facilitating the achievement of release milestones. • Serve as a subject matter expert on release processes, guiding teams through the necessary steps to meet release milestones and deadlines effectively. • Coordinate release status reporting and updates, providing regular communication to the Unit Manager and, if applicable, the production team or technical leader. • Ensure statistical release projects and reports are completed within deadlines. • Work with stakeholders and develop release project plans, and seek feedback from stakeholders to achieve understanding and buy-in.
Coordinate across releases and work with other Statistical Production Leads	<ul style="list-style-type: none"> • Ensure that statistical production activities are integrated across different releases and projects, aligning with other releases and timelines. • Facilitate clear and consistent communication between different statistical teams involved in the project/s and/or programme(s). • Work with other Statistical Production Leads to standardise statistical methodologies and practices across different releases to ensure consistency. • Share best practices and lessons learned to improve methodologies and processes across teams. • Identify and manage dependencies between different statistical projects or releases to ensure timely completion and integration. • Collaborate with other Statistical Production Leads to identify and implement solutions to common challenges faced in statistical releases.

<p>Support statistical and/or data production and services within the design area.</p>	<ul style="list-style-type: none"> • Coaching technical and non-technical colleagues and customers to understand the ‘big picture’ in which their projects operate. • Expanding Stats NZ’s knowledge base for specific domain areas and specialisms through research and experimentation. • Developing and promoting Stats NZ processes, systems, tools, and methodologies etc. for use across the delivery teams. • Identifying, documenting, implementing, and promoting the improvement of processes and practices.
<p>Contribute to the advancement of your area of expertise.</p>	<ul style="list-style-type: none"> • Continually developing self within area of expertise. • Promoting key organisational strategic objectives within Stats NZ and wider Official Statistics System – particularly self-service, data re-use, and outside-in approaches. • Contributing to various professional groups related to subject matter area. • Developing processes which can be scaled to create new data/statistics in the future.
<p>Support staff and teams delivering statistical and/or data products and services</p>	<ul style="list-style-type: none"> • Developing and championing the adoption and use of best practice, methodologies, and practices to lift capability across Stats NZ for the relevant design area. • Developing and promoting Stats NZ processes, systems, tools and methodologies etc. for use across the delivery teams. • Identifying, documenting, implementing, and promoting the improvement of processes and practices.
<p>Demonstrates commitment to Stats NZ Tatauranga Aotearoa policies, procedures, strategy, and related initiatives.</p>	<ul style="list-style-type: none"> • Actively supports our Strategy, Mana Ōrite Relationship Agreement, Data and Statistics Act 2022, and abides by other policies. • Actively supports and engages with our Diversity, Equity, and Inclusion roadmap, policy, and principles. • Actively demonstrates The Way We Work principles which speak to what we care about, how we do things and what is needed for all our people to be successful in our organisation. <ul style="list-style-type: none"> • Demonstrates commitment to being a confident and capable partner of Te Tiriti o

	<p>Waitangi. This includes an understanding of its relevance to your role as a public servant and the work you undertake at Stats NZ Tauranga Aotearoa and building knowledge in te ao Māori, te reo Māori, and tikanga.</p>
<p>Demonstrates as a model public servant committed to initiatives and values outlined in the Public Service Act 2020 and any subsequent adaptations.</p>	<ul style="list-style-type: none"> • Support and promote initiatives from Te Kawa Mataaho Public Service Commission, including Papa Pounamu and Kia Toipoto. • Develop and maintain cultural capability to positively contribute to Māori Crown Relations initiatives, and provisions and principles of Te Tiriti o Waitangi. • Adhere to Ngā uara o Te Ratonga Tūmatanui Public Service values as per section 16 of the Public Service Act 2020: <ul style="list-style-type: none"> ○ Impartial – treating people fairly without personal favour or bias. ○ Accountable – taking responsibility and answering for work, actions, and decisions. ○ Trustworthy acting with integrity and being open and transparent. ○ Respectful – treating all people with dignity and compassion, acting with humility. ○ Responsive – understanding and meeting people’s needs and aspirations.
<p>Demonstrated commitment to Health, Safety and Wellbeing while at work.</p>	<ul style="list-style-type: none"> • Take personal responsibility for your own health safety, and wellbeing. • Ensure your actions or lack of action do not adversely affect the health and safety of others. <ul style="list-style-type: none"> • Report any incidents, near misses, or any other concerns relating to health safety and wellbeing. • Make all efforts to comply with Tauranga Aotearoa Stats NZ Health Safety and Wellbeing policies and processes to ensure the organisation is compliant with the current Health and Safety Act or regulations.

Ngā āhuatanga e hiahiatia ana e mātou | Person specification

Core requirements

- A relevant tertiary qualification and/ or equivalent relevant experience for this role.
 - Approximately 3 years of experience working on statistical releases or statistical production, demonstrating a deep understanding of release and production processes.
 - Experience using everyday office software including a laptop/tablet, phone, Microsoft suit of products (e.g. Outlook, Word, Excel, Intranet, online communications channels for meetings and chat).
- Proficiency in project management techniques, with the ability to effectively plan, organise, and execute release tasks.



- Strong analytical and problem-solving skills.
 - Stakeholder engagement and ability to work with Office of the Chief Executive, seek and consider feedback from other agencies/stakeholders.
- Proven track record of delivering high-quality statistics, showcasing attention to detail and accuracy in work.
- Understands, applies, and manages compliance by others with Stats NZ Tatauranga Aotearoa's information and data governance standards and protocols.
- Written and oral communication skills suitable for a varied audience in a corporate setting.
 - Competency or fluency in te reo Māori language or possess a willingness to develop knowledge and competence (i.e. by 2040 Government aims to have 85 percent of its workers speaking te reo Māori).
- Understands Te Tiriti o Waitangi relevance to own role as a public servant and seeks opportunities to better meet the information needs of Māori. Supports initiatives to increase responsiveness to Māori.

Desirable

- A broad knowledge of the machinery of government and working in the public sector would be an advantage.
- Understands, applies, and manages compliance by others with Stats NZ Tatauranga Aotearoa's information and data governance standards and protocols.
 - Experience working and collaborating with Māori, iwi, hapū and other Te Tiriti partners.
- Understanding of mātauranga Māori and te ao Māori.
- Understanding and application of tikanga practices in a work setting.
- Knowledge of iwi and Māori culture and social structures.
 - Understanding of implementing Te Tiriti-centred approaches and partnering models.

