ESR is a New Zealand Crown Research Institute that specialises in science relating to people and communities.

It’s our science that helps safeguard people’s health, protect food-based economies, improve the safety of freshwater and groundwater resources and contributes expert forensic science to justice systems.

Our world class knowledge, research and laboratory services help our partners and clients solve complex problems and protect people in New Zealand and around the world.

**Our Purpose:** To deliver enhanced scientific and research services to the public health, food safety, security and justice systems and the environmental sector and to contribute to the economic, environmental and social well-being of people and communities.

**Our mission:** Keeping communities safe, healthy and prosperous through smart and sustainable science.

**Our Vision:** ESR is a world leader in the science that keeps people safe, healthy and prosperous. Our customers regard us as a critical partner for their work and we are known for our service ethic. They seek us out for our innovative and high quality science solutions and leading edge research. We are a magnet for talented people.

**ESR Values:**
- Our team spirit (*Mahi Tahi*) Great people working together as one team
- Our quality counts (*Mahi rangatira*) Standing out through our excellence and world class expertise
- We do the right thing (*Mahi pono*) Upholding integrity and independence no matter what
- We push boundaries (*Mahi auaha*) Meeting challenges with fresh thinking and creative approaches

**POSITION PURPOSE**

This is a pivotal role to maintain and enhance ESR’s contribution to New Zealand by working in partnership with government departments to grow opportunities for ESR to provide science solutions in health, justice and the environment.

This includes sharing ESR’s strategy and capabilities and providing insights so that ESR’s work is enhanced in partnership with Government and associated key stakeholders to ensure it has the greatest impact for New Zealand.

A key focus of the role is the relationship with New Zealand government departments, building strong partnerships, generating new revenue streams for ESR, providing intelligence to business groups, and working alongside other ESR staff engaged with government.

**AREAS OF RESPONSIBILITY**
<table>
<thead>
<tr>
<th>ACCOUNTABILITIES</th>
<th>DELIVERABLES</th>
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</table>
| Government relations                 | • Promote ESR’s strategy and capabilities to a broad range of government organisations  
• Lead the delivery of new opportunities for ESR to create impact in New Zealand, including the development of new revenue streams  
• Facilitate relationships between ESR and senior members of government or governmental organisations  
• Provide insights to ESR management and scientific staff regarding Government priorities and future opportunities  
• Monitor, manage and develop perception of ESR across key Government departments |
| Communication                        | • Maintain and enhance ESR’s reputation  
• Work with Communications and Stakeholder Engagement teams to promote ESR                                                                 |
| Stakeholder Engagement/Business      | • Assist in developing new business opportunities with government  
• Connect and interact with commercial partners and collaborators to raise the profile of the organisation and enable knowledge transfer  
• Facilitate meetings and workshops with ESR and key stakeholders to develop closer partnerships  
• Provide government insights to ESR business groups and senior management  
• Work with Communications team to develop communication strategy and marketing collateral for each commercialisation project |
| Stakeholder Engagement/Business      |                                                                                                                                              |
| Leadership                           | • Partner with multi-disciplinary teams and diverse workforces both internally and externally  
• Lead and inspire others, build team commitment and navigate complexity and conflict with patience and resilience |
| Health & Safety                      | **As a staff member of ESR you will ensure you:**  
• Take reasonable care that your acts or omissions do not adversely affect the health and safety of yourself or other persons  
• Be familiar with, comply and follow any reasonable instruction relating to ESR’s Health & Safety policies, procedures and any relevant legislation and regulations  
• Actively participate in ESR Health & Safety processes and activities including, but not limited to, induction, training, risk management & reporting |
| Information Management               | • Manage any information created or received in the course of ESR business in accordance with ESR's Information Management and Recordkeeping Policies, procedures and any relevant legislation |
KEY WORKING RELATIONSHIPS

Internal:
- Chief Scientist, GM Research
- Research and Chief Scientist Office
- SLT members
- Scientists and researchers
- Partnership and business development Managers
- Business Group General Managers
- Business Services
- Manager Māori economy/ Vision Mātauranga
- Director, Governance, Legal and Assurance/ Office of the Chief Executive
- People and Communications

External:
- All aspects of government
- Other CRI’s
- Current Stakeholders
- Potential Customers
- Consultants
- Iwi, hapu
- Māori Organisations

DELEGATED AUTHORITY

As per Delegated Financial Authority Policy

ESSENTIAL EXPERIENCE AND TECHNICAL SKILLS

| Educational Requirements: | Relevant tertiary level qualifications or equivalent experience
| | A background in science is an advantage
| Technical competencies and Experience: | At least five and preferably ten years experience in the government or government relations sector (experience in the science, research and innovation sector an advantage)
| | Considerable connections to a diverse portfolio of government and research agencies
| | Experience in facilitating multi-government agency collaborative projects
| | Experience in diversifying revenue streams for government agencies
| | Experience in a similar role for a research organisation particularly in health, justice and/or the environment
| | Be well versed in developing, executing, and engaging stakeholders in innovation, strategy and business development
| | Demonstrated ability to collaborate and leverage relationships across complex organisations to underpin success
| | Experienced in providing strategic advice on a range of matters and have strong negotiation skills.

BEHAVIOURAL COMPETENCIES

<table>
<thead>
<tr>
<th>BEHAVIOURAL COMPETENCY</th>
<th>FOCUS AREAS – All other staff</th>
</tr>
</thead>
<tbody>
<tr>
<td>Communication (Organisational and Client)</td>
<td>Communicates appropriately, openly and effectively</td>
</tr>
<tr>
<td>BEHAVIOURAL COMPETENCY</td>
<td>FOCUS AREAS – All other staff</td>
</tr>
<tr>
<td>--------------------------------------------</td>
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<tr>
<td>Delivering a Continually improving Service</td>
<td>• Looks to contribute to new ways of working to continually improve the service</td>
</tr>
<tr>
<td>Delivering the Service</td>
<td>• Takes a methodical approach to work, prioritises tasks effectively, and consistently meets deadlines in order to provide an excellent service</td>
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<tr>
<td>Innovation</td>
<td>• Has the ability to develop new methods and introduce new ideas</td>
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<td></td>
<td>• Uses originality of thought and imagination</td>
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<tr>
<td>Leading Managing &amp; Implementing Change</td>
<td>• Demonstrates a positive attitude to change and contributes to new ideas and improved ways of working</td>
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<tr>
<td>Providing Excellent Customer Service</td>
<td>• Maintains a professional approach and presents a positive image to internal and external people when representing self and ESR</td>
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<td>• Makes every effort to ensure the experience clients have of ESR is positive and productive</td>
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<tr>
<td>Technology knowledge</td>
<td>• Possesses credible technical knowledge and expertise relevant to the role, keeps this up to date and can apply and transfer this to the work programme and others</td>
</tr>
<tr>
<td>Working in Partnership</td>
<td>• Works well with colleagues inside and outside the team</td>
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<td></td>
<td>• Looks beyond boundaries of own job to support others, sharing knowledge and contributing to a positive team spirit</td>
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This position description is subject to review from time to time