

Strategy Delivery Lead

Function:	Chief Executive Office
Reports to:	Chief Executive
Location:	Hawke's Bay (Taradale campus), with travel to Tairāwhiti as needed
Arrangement:	Fixed term, approximately two years
Date:	October, 2026

Pūtake | Purpose

The Strategy Delivery Lead ensures EIT delivers what it committed to in the strategic plan, on time and within the agreed resources. The role has two parts:

- **Build the discipline.** Introduce a practical, fit-for-size project and programme management approach for EIT, including the templates, processes and governance that turn strategic intent into well-scoped, approved and tracked work.
- **Oversee delivery.** Maintain line of sight across all strategic plan activity, report progress to the Chief Executive, ELT and Council using a consistent RAG (red, amber, green) reporting framework and raise issues early so leaders can act.

The role does not own or deliver the projects. Accountability for delivery stays with project sponsors and business owners. The Strategy Delivery Lead equips, coaches, and holds them to account, so that project capability remains in EIT when the fixed term ends.

Ngā Whanaungatanga | Working Relationships

Internal:	Chief Executive, Executive Leadership Team (ELT), Project Sponsors and Business Owners, Finance, Planning and Quality Teams, Strategy Lead, Executive Director Portfolio and Performance.
External:	Council, Tertiary Education Commission (TEC), Iwi and Hapū Partners, Industry and Community Partners, Vendors and Contractors, Peer Institutions.

Mana Whakahaere | Resource Delegations

Financial:	Modest operating budget for portfolio management tools and software if required. Project budgets remain with sponsors
People:	None

Kawenga Mahi | Accountabilities

Project Management Framework

- Design and embed a light, EIT-sized framework: project lifecycle and stage gates, business case and project plan templates, benefits and risk registers, change control and closure reviews.

Business Case and Prioritisation Support

- Guide sponsors through developing business cases and project plans. Support ELT to apply agreed prioritisation criteria so investment matches budget and capacity.

Implementation Planning

- Before sign-off, work with ELT to scope and shape the programme of work, including the foundational projects, and inform the year 1 implementation plan. After sign-off, translate the approved plan into a sequenced portfolio of projects, milestones and dependencies, including the foundational programme.

Progress monitoring and RAG reporting

- Establish and run a regular reporting rhythm (for example monthly to ELT, quarterly to Council). Maintain the RAG framework with clear definitions so ratings mean the same thing everywhere.

Risk, issues and dependencies

- Keep a portfolio-level view of risks, issues and interdependencies, especially where foundational work (IT, portfolio, systems) gates other objectives. Escalate early.

Coaching sponsors and business owners

- Coach and support project sponsors and business owners in planning, reporting, stakeholder management and benefits tracking. Run short practical sessions where useful.

Benefits and accountability

- Track whether projects deliver the outcomes promised in their business cases, not just their outputs. Support annual review of the strategic plan.

Links to Planning and Budgeting

- Work with Finance and Planning so project milestones, budgets and forecasts stay aligned with annual planning and investment plan cycles.

General Responsibilities:

- Comply with EIT policies and procedures.
- Contribute to a healthy workplace by implementing safe work practices and strategies to effectively manage personal wellbeing.
- Undertake additional responsibilities and tasks relevant to this position as requested by the manager.

Demonstrate commitment to:

Te Tiriti o Waitangi: Through our developing understanding of our obligations and our connection with Te Tiriti o Waitangi as both individuals and as an organisation.

Ākonga at the Centre: Through prioritising the experience, wellbeing, and success of our ākonga in our decision-making process.

Equity: Through recognition, empowerment, and inclusion we can give greater acknowledgement of the unmet needs of Māori, Pacific and disabled ākonga and their whānau.

Vocational Education and Training Excellence: Through quality provision for all ākonga, meeting the regional needs of employers and communities.

Pūkenga, Wheako, Mōhiotanga, Tohu Mātauranga | Skills, Experience, Knowledge and Qualifications

Essential

- Significant experience leading or overseeing a portfolio or programme of change in a complex organisation, ideally public sector, tertiary or not-for-profit.
- Proven experience designing and embedding project management frameworks, templates and governance in an organisation with low project maturity.
- Strong business case development skills, including options analysis, costing, benefits and risk.
- Experience designing and running progress reporting (including RAG) for executive teams and governance boards.
- Excellent written communication: able to turn complex information into clear, concise reports and papers.
- Proven ability to coach, influence and hold senior leaders to account without positional authority.
- Sound judgement about how much process is enough: pragmatic, not bureaucratic.

Desirable

- Recognised project, programme or portfolio management qualification (for example PRINCE2, MSP, PMP, P3O or Agile certification) or equivalent experience.
- Experience in the New Zealand tertiary education sector, or with TEC funding and investment plan processes.
- Experience working in partnership with iwi and Māori organisations, and an understanding of Te Tiriti o Waitangi in practice.
- Experience selecting and implementing portfolio management software and building simple reporting dashboards.

Personal attributes

- **Calm persistence.** Keeps following up, kindly and firmly, until things are done.
- **Honest reporting.** Comfortable calling a project amber or red and brings a proposed fix with it.
- **Coach, not controller.** Builds others' capability rather than doing the work for them.
- **Relationship builder.** Earn trust quickly across academic, professional and executive staff.
- **Pragmatic.** Scales process to the size and risk of the work and keep templates simple.
- **Committed to EIT's purpose.** Understands that success is measured by outcomes for ākonga and communities and upholds EIT's commitment to Te Tiriti o Waitangi.

Ngā Uara o Te Aho a Māui | Values of EIT

Herea te momoho | Inspire success:

- Support continuous learning and improvement through collaboration.
- Encourage innovation and challenge existing ways of working to achieve better outcomes.
- Recognise and celebrate the achievements of ākonga, kaimahi, and whānau.

Herea te tangata | Nurture whanaungatanga:

- Build and maintain genuine relationships through manaakitanga, care, respect, and generosity.
- Honour wairuatanga by recognising and respecting diverse identities, perspectives, and needs.
- Work collaboratively in service of ākonga and communities, demonstrating kotahitanga to achieve shared goals and outcomes.

Herea te mana | Act with integrity:

- Act with honesty and integrity, doing what is tika and pono, even when it is not easy.
- Uphold the mana of others through respectful, trustworthy, and principled interactions.

Herea te pono | Be committed:

- Make sustained contributions toward shared goals and outcomes, aligned to a collective kaupapa.
- Take accountability for actions, impact, successes, and challenges.
- Maintain personal wellbeing and support the oranga of others to remain resilient in times of change.