

## Head of Strategy and Planning

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### **Kaupapa | Purpose**

Lead the development, implementation, and review of the 5-year strategic plan for Toi Ohomai.

Establishing a robust performance measurement framework and reporting tools that enable evidence-based decision making, organisational alignment, and long-term sustainability.

The Head of Strategy and Planning ensures Toi Ohomai has the strategic direction, insights, and system capability required to deliver on its vision, uphold Te Tiriti o Waitangi, and advance equitable and excellent outcomes for ākonga.

**Reports to:** Chief Executive

**Team:** Strategy and Planning

**Remuneration:** \$150,000 - \$180,000 (Fixed Remuneration excluding KiwiSaver)

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### **Ārahi | Lead**

Hold responsibility for Strategy and Planning delivery, including organisational planning, risk and performance.

Provide values-based leadership and management to the Strategy and Planning team to deliver objectives which are values-aligned, high quality and enable clear performance measurement for Toi Ohomai.

Ensure the wellbeing, productivity, performance, and development of the Strategy and Planning team. Growing kaimahi to contribute to the continuous quality improvement of Toi Ohomai.

Contribute strategic thought leadership in strategic organisational planning, risk and performance, staying abreast of industry trends, fostering innovation, and driving the development and implementation of continuous improvement.

Hold oversight of the Strategy and Planning budget ensuring sound management and forecasting in partnership with finance for the delivery of required outcomes including (but not limited to) full utilisation of resources.

Demonstrate visibility and engagement across Toi Ohomai activities.

Collaborate with other Toi Ohomai senior leaders contributing to the overall leadership of the organisation and ensuring leadership and delivery is connected and aligned.

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## Ngā mahi | Do

Drive organisational performance and resilience by overseeing strategic planning, risk management, and quality frameworks that support evidence-based decision-making and continuous improvement.

Lead the strategic planning and insights team to provide actionable insights that support academic and operational decision making.

Provide strategic level leadership in the use of data and insights to inform strategic decision-making, monitor organisational performance, and identify opportunities for innovation and improvement across all directorates.

Lead strategic planning for Toi Ohomai. Collaborate across directorates ensuring organisational priorities are aligned, guide long-term decision-making, and position Toi Ohomai for sustainable growth, innovation, and ākonga success.

Develop and maintain a performance measurement framework that includes dashboards and tools that will be used for monitoring and reporting on institutional key performance indicators.

Ensure compliance with external reporting requirements including the Annual Report, Investment Plan and the Single Data Return (SDR).

Monitor trends in education, labour markets, policy and regional development to inform strategic decision making.

Work collaboratively across the organisation to identify their data and reporting needs.

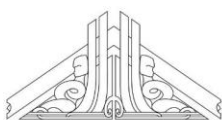
### **Demonstrate commitment to:**

**Ākonga at the center** through ensuring positive outcomes for ākonga in all aspects of their learning journey.

**Te Tiriti o Waitangi and Māori Success** by positively championing and contributing to the success of partnerships with Iwi, Hapū and Mana Whenua, honoring Te Tiriti o Waitangi to uplift Māori success.

**Equity** by identifying and removing barriers to participation and achievement, and fostering inclusive, culturally responsive environments where all ākonga and kaimahi can thrive.

**Vocational Education Excellence** through building responsive provision and services to meet the needs of ākonga, and stakeholders and to enable future sustainability.



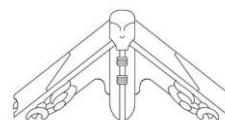
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## Pūkenga | Have

Minimum postgraduate level qualification in a relevant field or the equivalent body of knowledge gained through experience.

Experience in a same or similar position in a medium to large organisation.

Demonstrated experience in leading strategic planning, working with executive teams and governance.

Sound understanding of the vocational education sector.

Evidence of ongoing professional development that enhances knowledge and practice relevant to the position

Experience in advocating and leading the inclusion and application of Te Tiriti o Waitangi practices in a workplace setting

Experience in leading and advocating the use of te reo Māori, tikanga and mātauranga Māori in the workplace

Demonstrated practice in advocating, supporting and leading approaches that promote equity and prioritise the needs of priority groups

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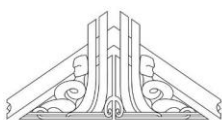
## Waiaro | Be

**At Toi Ohomai, Toiohomaitanga describes our way of doing and being. It reflects how we care for each other, work together, and uphold our shared purpose. These behaviours apply to all kaimahi, with expectations scaled to the nature and level of each role. They guide how we show up in our mahi, contribute to our collective success, and reflect our commitment to Ā mātou uara | Our values in everyday practice.**

**Ako:** Demonstrates curiosity and a commitment to continuous learning. Applies new knowledge to improve practice and outcomes and actively contributes to a culture of shared growth. This supports toitūtanga by sustaining excellence and adaptability over time.

**Authentic and Inclusive:** Fosters inclusive environments where people feel safe, respected, and able to be themselves. Actively includes diverse perspectives, addresses inequities, and supports others to thrive. These behaviours reflect manaakitanga through care, generosity, and upholding the dignity of all.

**Connected:** Builds and maintains strong, trusting relationships across teams and communities. Fosters cross-functional collaboration by sharing knowledge, aligning efforts, and supporting others to achieve



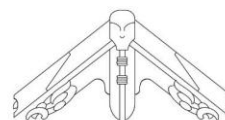
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shared goals. Communicates with empathy and respect, contributing to a shared sense of purpose. This strengthens whanaungatanga by nurturing meaningful connections and collective wellbeing.

**Innovative and impactful:** Identifies opportunities to improve and applies evidence, creativity, and courage to drive meaningful change. Uses data and insights to inform decisions, challenge the status quo, and focus on outcomes that matter for ākonga, kaimahi, and communities. These behaviours reflect kotahitanga, recognising that lasting improvement is strengthened through collaboration and shared purpose.

**Engaged:** Actively participates in Toi Ohomai initiatives that advance our vision. Shares knowledge, supports others, and contributes to a positive, forward-focused culture. This is how we can live kotahitanga, working together with unity and purpose.

**Self-aware:** Demonstrates humility, reflection, and openness to feedback. Understands the impact of their actions and takes responsibility for creating conditions where others can thrive. This reflects toitūtanga through thoughtful and courageous practice that supports respectful relationships and sustainable ways of working.

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## Ngā Hononga Mahi | Working relationships

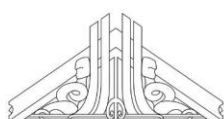
**Internal:** Executive Leadership, Senior Leaders, Governance.

**External:** Suppliers, Contractors, Government Agencies

**Resource delegations and responsibilities:**

**Financial:** As per delegated authorities

**People:** 3 direct reports



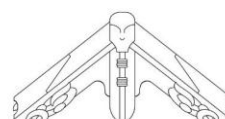
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