Executive Officer

Auckland> West Auckland Based

- A strategic leader who enables staff to perform within a supportive environment
- Can operate in a treaty based framework
- Strong and diverse stakeholder engagement
- Full time role – however flexible hours and days will be considered

About Community Waitakere

Community Waitakere provides neighbourhood and environment-based community programmes, training, information and connection to the community sector. We work with communities to grow their capability and ensure residents and community organisations are well informed and actively engaged in decision making.

The Opportunity

Community Waitakere is seeking to appoint a passionate and capable leader with knowledge and empathy for social and environmental issues that affect our widely diverse community within West Auckland. This role has a wide range of responsibilities from managing and supporting the 11 staff members who currently work closely within the community to collaborating across the broader community sectors. Working closely with the Local Boards (Whau, Henderson/Massey and Waitakere Ranges) and Auckland Council is an imperative function of this role along with developing and maintaining relationships with key stakeholders which includes funders and supporters of Community Waitakere

The Person

- Professional leadership background with the ability to lead and support a small, dedicated team.
- Strong understanding of the values and principles of community development
- Works effectively in Māori, mainstream and other cultural contexts.
- The ability to identify and implement opportunities to build, collaborate and operate in diverse and rapidly changing environments.
- Is financially savvy with understanding of budgets and funding opportunities
- Works closely with a Board and has the confidence to manage both strategic and operational expectations.
- Strong written and verbal communication skills

Applications close: 9 August 2018
Applications to: Rochelle Young at Perceptive Consulting Ltd
Position Description: contact Rochelle Young at Perceptive Consulting Ltd

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Website: http://www.communitywaitakere.org.nz/