

SHAPING AN
AWESOME
HAMILTON



TE WHARE TAONGA
O WAIKATO
MUSEUM & GALLERY

Director - Museum and Arts

Te Whare Taonga o Waikato Museum & Gallery

About us

Our purpose is to improve the wellbeing of Hamiltonians. To fulfil our purpose, we need to become the leading community-focused Council, so that Hamilton's full potential can be unlocked – making it the best place to live.

Our staff are at the heart of everything we do. We value *kia urutau* (adaptability), *kia ngaawari* (simplicity), *kotahitanga* (inclusiveness), *kaitiakitanga* (guardianship), and *kia manawanui* (ambition). These values drive the way we think about how we do our work to stay true to our purpose. We need people on our team who understand that this value-driven thinking and mindset is the foundation of their performance.

About the position

This position sits within the Destinations group. This group deliver thriving events, attractions, and destinations – Te Whare Taonga o Waikato Museum & Gallery, Hamilton Gardens, Te Kaaroro Nature Precinct, and H3 Venues (Claudelands Events Centre, FMG Stadium Waikato and Seddon Park). Read on to find out more about the role.

What you will do:

As Director, you will lead the strategic delivery of integrated museum and creative arts exhibitions and services. Your leadership will foster collaboration across the wider creative sector, helping to create a dynamic and exciting cultural hub in the heart of Hamilton.

As Director, you will lead with integrity and uphold the museum's core values: creating a welcoming space for discovery, connection, and inspiration. You will ensure that both staff and visitors feel respected, engaged, and enriched by their experiences.

Your leadership will reflect the highest standards of ethics and professional practice expected in the museum sector.

Reports to	General Manager
Responsible for (total number of staff)	Six
Delegation	\$50k
Budget	\$3.9M

Key responsibilities

Some of the **key responsibilities** for this role include:

- Position Te Whare Taonga o Waikato Museum & Gallery as a premier visitor destination and a nationally recognised cultural institution.
- Drive a strategic approach to the Museum's collections, exhibitions, and community engagement.
- Build strong partnerships with other visitor destinations to enhance visitor experiences and increase engagement.

- Inspire and lead a high-performing team, modelling Council's values and fostering a positive, inclusive workplace culture.
- Champion a 'just culture' approach to safety and wellbeing, embedding Te Ao Māori into the Museum's identity and operations.
- Align operations with strategic goals and empower staff to deliver exceptional outcomes.
- Ensure the Museum operates in line with industry best practices and local government frameworks.
- Develop meaningful partnerships with iwi and tangata whenua to enrich storytelling and cultural representation.
- Cultivate and maintain key stakeholder relationships across regional, national, and international networks.
- Demonstrate political acumen and professionalism in all internal and external engagements.
- Identify and manage risks to the Museum's reputation, operations, and team.
- Provide expert advice on sector trends, policy, and strategic direction.
- Apply sound commercial and financial principles to ensure sustainable operations and that are appropriate to a local government context.

How you will do this

Our team culture is critical to our success. It's vital everyone who joins our team is an ambassador for our values, so together we can drive the best possible outcomes for our community.

Your mindset, skills, knowledge, and experience

You actively work at being the 'best version of you' and your mindset and behaviours have a positive impact on others.

You bring to the role

- A visionary and dynamic leadership style and significant successful experience developing and leading high performing teams.
- A relevant degree, preferably at a postgraduate level.
- At least five years as an executive leader as well as significant successful experience in the GLAM sector.
- Demonstrated effective relationship building skills, particularly with iwi/tangata whenua but also stakeholders and funders.
- A strong understanding of museum practice and principles or experience in an equivalent context
- A strong understanding of and commitment to tikanga, biculturalism and the contemporary application of Te Tiriti o Waitangi.
- Excellent people skills and a customer and delivery focused approach with the ability to successfully convey information to diverse audiences.
- A demonstrated commitment to innovation and continuous improvement.
- An understanding of the Local Government Act.

Health, safety and wellbeing

All of our people have a responsibility for their own and others health and safety. This includes following all health and safety policies and procedures, including reporting events and hazards, and participating in health, safety and wellbeing programmes and initiatives as required.

Civil Defence

Completes Civil Defence training and participates in events as required.

Note: This position description is a broad outline of the key activities and responsibilities for this role. Key responsibilities may vary from time-to-time, at the request of the manager, to accommodate the operational needs of the team.