

SHAPING AN  
AWESOME  
HAMILTON



# TEAM LEADER, PARKS PLANNING

## CUSTOMER AND COMMUNITY

### WHY WE ARE HERE

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

The following values - kia urutau/adaptability, kia ngaawari/simplicity, kotahitanga/inclusiveness, kaitiakitanga/guardianship, and kia manawanui/ambition are what make our thinking and mindset unique to Hamilton, so we need people on our team who understand that this value-driven thinking and mindset is the foundation of their performance. Our people are at the heart of everything we do.





## WHAT YOU WILL DO

The purpose of this position is to lead a team that provides high-quality planning advice to protect, enhance, and enable the growth of Hamilton’s open space network. The Team Leader, Parks Planning, will play a crucial role in obtaining long-term benefits for the community through the planning and protection of parks and reserves.

Reports to	Programme and Planning Manager
Responsible for (total number of staff)	Approx.3
Delegation	Negotiation of land purchasing and private developer agreements.
Budget	NIL

## KEY ACTIVITIES

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

- Leading a team to achieve positive outcomes for both staff and the community through planning and other functions under the Reserves Act, Resource Management Act, and Local Government Act.
- Overseeing the development and/or review of a programme of parks planning related works, including Reserve Management Plans, parks policies, and bylaws, and working with the Parks and Recreation team to implement them.
- Ensuring the Council meets its legal obligations for planning, managing and developing parks and open spaces. This includes supporting the team to carry out community consultation, naming and classifying reserves, and providing high-quality planning advice on relevant laws and policies to both internal and external stakeholders.
- Influencing the impacts of growth and associated infrastructure to produce beneficial community outcomes.
- Negotiating with developers through large-scale consents and land acquisitions to ensure community benefits are maximised

- Ensuring that new park land is acquired and developed to meet provision targets through the resource consent process.
- Ensuring that new reserve assets acquired through subdivisions are appropriately budgeted for, and working with operational teams to ensure their resourcing needs are included for additions to the network
- Working across Council business units to produce positive outcomes through Development Contributions (DC) and Long-Term Plan (LTP) proposals.

## MENTORING AND LEADERSHIP

- Modeling and promoting the vision, purpose, leadership competencies, and behaviours.
- Providing leadership, support, and direction.
- Providing effective coaching and mentoring of team members to build and maintain technical competencies within the team.
- Providing leadership support for Programme and Planning Manager and Unit Director.
- Providing strategic expertise and judgement on parks planning matters.

## HOW YOU 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

- Proven ability to lead a team effectively, fostering positive outcomes for staff and the community.
- At least 10 years of experience in a senior role with a focus on parks and recreation planning, urban planning, relevant policy design and development or a related field
- People and leadership experience, including leading diverse professional teams.

## Position Title / Customer and Community

- A broad-based strategic view of issues and perceptive of their longer term and wider implications
- Strong interpersonal skills, with the ability to build and maintain effective relationships with a diverse range of stakeholders – internal and external.
- Political acumen and ability to negotiate risk and apply mitigation strategies.
- Excellent verbal and written communication skills, with the ability to present complex information clearly and persuasively.
- A demonstrated commitment to community engagement and public service.
- A relevant tertiary qualification in resource management, planning, parks, sport and recreation, or a related discipline.
- Significant working experience with the Resource Management Act, Reserves Act, and Local Government Act.
- A good knowledge of Te Tiriti o Waitangi and understanding of tangata whenua values and protocols.
- Project management skills, including effective time management.
- Experience with managing people through Local Government practices and processes, including financial management skills, timesheeting, and invoicing practices.
- Up-to-date knowledge of recreation and open space trends.
- A current full driver's license.

## HEALTH AND SAFETY

- 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 initiatives and programmes as required.

## CIVIL DEFENCE

- Completes Civil Defence training and participates in events as required.