

Regional Programme Manager – Nōna Te Ao

About Nōna Te Ao

"Ko te manu e kai ana i te miro nōna te ngahere, ko te manu e kai ana i te matauranga nōna te ao."

Nōna Te Ao was inspired by this whakataukāki, which speaks to the importance of knowledge and how we must venture into the unknown, continuously seeking to understand the world if we are to shape it. We exist to support our people to become self-determining. That starts by helping them see the many pathways and options available, then walking alongside them to open those pathways, followed by wrap-around support once they're on their journey.

Their job is to dream. Our job is to remove the barriers.

Our Vision

Our vision is for all people to have access to equitable educational and employment outcomes, so they can build fulfilling careers close to home, and use their unique skills to uplift Māori, their whānau, and their communities.

We believe that knowledge is power — and our rangatahi deserve the ability to make informed choices about their futures. However, living rurally can limit their exposure and access to opportunity. That's where Nōna Te Ao comes in.

Our purpose is to expose rural rangatahi Māori to the wider world, walk alongside them in their journey, and support them to realise their full potential as future leaders. Our driving force is to ensure that our people can **dream without barriers**. Their job is to dream. Our job is to support those dreams and remove any obstacles that stand in the way.

Our Goals

- To empower future Māori leaders — *rangatira mō āpōpō*
- To inspire and support rangatahi Māori to pursue fulfilling pathways (tertiary, vocational, employment)
- To raise the socio-economic status of our regions through improved employment outcomes

To learn more about Nōna Te Ao and our kaupapa, check out our website and social media platforms.

Position: Regional Programme Manager

Contract type: Part-time, contract, or permanent.

Remuneration: \$70,000.00 or negotiable based on contract or employment type.

Location: Hawkes Bay (flexible working)

Applications close end of April.

Please send expressions of interest to @nonateaocharitabletrust@gmail.com with the headline as: Programme manager Kahungunu – *[your name]*.

Please include your CV and Cover letter.

Job Description

The Regional Programme Manager at Nōna Te Ao will be responsible for planning, coordinating, and facilitating programmes and activities. The manager will work closely with participants, schools/kura, partners, and stakeholders to ensure the successful delivery of programmes.

Key regions/programmes responsible:

- Te Wairoa – Napier – Hastings – Dannevirke - Masterton

Programme objectives:

- Strengthen leadership and resilience. We do this by providing an opportunity for rangatahi to understand how they can use their innate skills to enhance the prospects of Māori and their own whānau. To show them that they are special and if they can dream it, then it is possible.
- Provide provocation to have our rangatahi think about what they want their futures to look like. Our core aim is to instil a mindset that our rangatahi can change their situation and that they have the power and choice to lead fulfilling lives.
- Strengthen resilience and well-being of participants
- Foster pride in cultural identity of rangatahi so they see it as a strength and key to success in their chosen pathway.
- Expose them to the many opportunities our world offers to spark their dreams and aspirations. We do this by exposing them to the many opportunities vocational training and education can bring, and pathways to meaningful

employment. “Don’t tell me, show me” is an important whakataukī for our rangatahi.

- Set our rangatahi on education, vocational training, or employment pathways that will allow them to have fulfilling careers at home (noho ki te kāinga) is our core priority.
- Support whānau mindset to enable rangatahi to pursue their chosen pathway. Whānau mindset shows openness and knowledge on how to support their young person on their chosen pathway

Programme outcomes:

- Support Year 13 pathways into tertiary or vocational training including applications for StudyLink, scholarships, accommodation and other necessary applications to be completed and tracked.
- Support rangatahi to obtain essential documents and skills for employment and training, including IRD numbers, bank accounts, CVs, RealMe access, and required licences.
- Utilise partnerships with employers and direct to employment services/agencies e.g. student job search, MSD etc to support employment pathways for year 12 and 13 students going straight into employment.
- Support Year 12 pathways – ensure students are aware of required subjects, achievement standards etc.
- Year 11 consistent conversations around pathways and goal setting.

Key Responsibilities:

Programme Planning and Development:

- Assist in the development and implementation of programme objectives, curriculum, and activities.
- Plan and organise programme schedules, workshops, and activities.
- Collaborate with the coordinator to ensure programmes align across the shared calendar.
- Collaborate with the executive to ensure programmes align with the trust’s mission and goals.
- Collaborate with partners e.g. universities, vocational training institutions, community organisations, iwi on opportunities to bring value to the programme and students.

Facilitation and Delivery:

- Facilitate programme workshops/wananga, and events/haerenga effectively, ensuring participant engagement and learning.
- Maintain communication as key contact for programme delivery with schools and kura, including developing email communication around the programme and being available for calls.
- Provide support, guidance, and mentorship to programme participants. Provide individual support and assistance to participants as needed.
- Create a safe and inclusive environment for all participants.
- Build positive relationships with programme participants, schools/kura and whānau where appropriate.

Resource Management:

- Coordinate resources, materials, and equipment needed for programme delivery. These may include but are not limited to powerpoint presentations, workbook and surveys.
- Manage programme budgets and expenses effectively. Communicate with CFO on budget vs spend.

Evaluation and Reporting:

- Collect data and feedback from participants for tracking and data purposes.
- Provide reports on programme activities, outcomes, and challenges when requested.

Community Engagement:

- Build partnerships with local community organisations, schools/kura, and other stakeholders.
- Represent Nōna Te Ao at community events and meetings as required.

Wider Nōna Te Ao team member responsibilities

- Ad-hoc support for NŌNA TE AO programmes not stipulated above that may be in or out of contractors region e.g. other regional programmes, The Loose Change programme, Ngāti Porou Oranga health awareness programme. Your availability and capacity to support these programmes will be discussed and agreed in advance.
- Attend and participate in regular team meetings

- Attend and participate in team wānanga
- Assist in the further development and of programme objectives, curriculum, and activities, specifically how Nōna Te Ao can develop how we can differentiate the programme for different year levels (year 11-13).

Qualifications:

- Fluent in Te Reo Māori – will be delivering to Kura Kaupapa Maori
- Relevant qualification in [e.g., education, community development, environmental science, etc. or equivalent experience.
- Experience in programme coordination, facilitation, or related roles.
- Strong communication, interpersonal, and relationship-building skills.
- Ability to work effectively with rangatahi Māori.
- Organisational and time management skills.

Personal Attributes:

- Passionate about the mission and values of Nōna Te Ao.
- Enthusiastic, energetic, and approachable.
- Empathetic and supportive towards programme participants.
- Creative problem solver.
- Ability to work independently and as part of a team.



N Ō N A T E A O

