

Position Description:
Kaiārahi Māori

Location	Te Ana Māori Rock Art Centre, 2 George Street, Timaru 7910 and Ōpihi Wāhi Tūpuna Area and other Māori rock art sites in the Ngāi Tahu rohe, as required
Reports to	Te Ana Team Leader
Hours	Up to 20 hours a week
Accountable	Te Ana Team Leader; Ngāi Tahu Māori Rock Art Trust Board
Who we are	<p>The Ngāi Tahu Māori Rock Art Trust was established in 2002 to support mana whenua Rūnanga (local tribal councils) and their communities in the care, management, and interpretation of their Māori rock art heritage.</p> <p>The main objectives of the Trust are to ensure the preservation and protection, education, and cultural revitalisation of Māori rock art for the benefit of Ngāi Tahu whānui and all New Zealanders, and to take a leading role in supporting the conservation and management of rock art throughout the Ngāi Tahu rohe (region).</p>
Role Purpose	<ul style="list-style-type: none"> • To help establish Te Ana Māori Rock Art Centre and Tours as one of the premiere Ngāi Tahu cultural tourism experiences in Te Waipounamu, with revenue from tourism activities supporting rock art site protection and management. • To help develop interactive guided tour experiences delivered at the Māori rock art sites at Ōpihi, based on the ecological restoration of the site, and the traditional practices of rock art and mahika kai.
Specific Duties	<ul style="list-style-type: none"> • Contribute to the development of guided experiences focused on the history and culture of Ngāi Tahu, both at Te Ana Māori Rock Art Centre and at the rock art sites at Ōpihi • Ensure all visitors to Te Ana experience an authentic, positive, and memorable engagement with mana whenua heritage and culture. • Pro-actively engage, and tailor guided experiences, to meet the needs of a variety of visitors, including local residents, national and international visitors, and Ngāi Tahu Whānui.
Experience	<p>Any or all of the following preferred, but not essential:</p> <ul style="list-style-type: none"> • Experience in role with relevant transferable skills e.g., strong communication, relationship building and networking skills • Experience working in the Māori heritage, museum, tourism or arts sector • Experience in ecological restoration or knowledge of native plants
Skills & knowledge	<p>Any or all of the following preferred, but not essential</p> <ul style="list-style-type: none"> • A passion for, and understanding of, mana whenua tikanga, culture, and heritage • An understanding of the principles of Te Tiriti o Waitangi • Te Reo Māori an advantage but not essential • Excellent inter-personal skills; positive, outgoing, and open nature; able to easily relate with people from all walks of life; a confident communicator

	<ul style="list-style-type: none"> • Creative thinker; able to develop new and exciting ways of sharing Ngāi Tahu culture with a wide range of people in a variety of settings • Able to contribute to the design and development of 'hands on' educational and guiding experiences and resources based on mana whenua culture and history • Existing knowledge of any of the following would be desirable: tākaro, pūrākau, traditional Māori arts, archaeology, geology, ecology, mahika kai, te reo, kapa haka, mātauranga Māori • An interest in the environment and conservation
Personal Attributes	<ul style="list-style-type: none"> • A 'people person', good at establishing and maintaining relationships • Passion, enthusiasm, strong personal drive and energy • Ability to lead and work in a team or to work alone • Excellent time management skills and reliability • Friendly, outgoing, and able to put people at ease • Always polite, patient, and professional to visitors and colleagues • Willingness to continually learn • Personal integrity essential • An ability to maintain composure under pressure • Understanding of and respect for different cultures • Reasonable level of fitness
Other	<p>Hours of work The opening hours of Te Ana Māori Rock Art Centre are 10am to 3pm, Tuesday to Saturday. Guided tours to Ōpihi are offered from 3pm to 5.30pm, from November to March, on an 'as booked' basis.</p> <p>As a tourism business, Te Ana is at its busiest during the peak season months of January and February, working with Free Independent Travelers (FIT) and small guided tour groups. Over the period November to March, Te Ana is contracted to deliver guided tours to the cruise market, with 15 – 20 ships typically arriving in Timaru over that period. The schedule of cruise ship visits is usually known six months in advance, but on occasion an unexpected ship can arrive, and we may only be given a few days day's warning. Vessels can be scheduled to arrive on any day of the week, including weekends and public holidays.</p> <p>The successful applicant would be expected to work one Saturday every three weeks at Te Ana Māori Rock Art Centre on a regular rostered basis, and the occasional public holiday as required. During the months of January and February limited leave can be taken, with a maximum of one week approved if there is sufficient staff cover. Outside of this period there is flexibility to take longer leave periods, by mutual agreement. All staff are expected to be available to work on days that cruise ships are scheduled to visit Timaru, including some weekend days and public holidays.</p> <p>The role may require use of your own vehicle from time to time, a current driver's license is required.</p> <p>Comprehensive First Aid Certificate (can be completed on the job at no cost to applicant).</p>

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