

Relationship Manager - Business Success

Partner with clients planning high value, complex and/or strategically important developments for the district to support and guide them through council processes to ensure a smooth and expedited customer experience.

Our Tikanga

Whanaungatanga

(fostering relationships and a sense of connection)

- We build on relationships established through shared experiences and working together.
- We get to know each other and take time to greet each other.
- We create opportunities to build relationships and share knowledge with a diverse range of people.
- We value the people around us and their unique contribution to the organisation.

Manaakitanga

(showing respect and care for others, hospitality, kindness and support)

- By showing manaaki we lift the mana (prestige) of all involved.
- We are part of the community and care about outcomes for external and internal customers.
- Our interactions with customers will respect and support their needs.

Kotahitanga

(unity, solidarity, togetherness and collective action)

- We have one shared direction and we all work together towards achieving it.
- We will stop doing anything that strays us from the agreed path to success.
- Our processes lead us to unified outcomes for our customers.
- We speak as one voice.

Atawhaitanga

(protection, stewardship, trust and a responsibility for long term outcomes)

- We deliver our responsibilities in the management and sustainability of our District in a trustworthy way.
- We collaborate and establish partnerships that enhance our role in the social, environmental, economic and cultural wellbeing of our communities.

Our expectations

As part of the Whangarei District Council we want to work as a team to deliver the best outcomes for our district. We are building our organisational culture around the principles of delivering for our customers, our organisational tikanga, working together, and focussing on outcomes rather than tasks.

That means we will:

- provide strong customer service to all our customers
- operate collaboratively as a total Council team
- deliver our services in a way that is best for the district (as opposed to best for the Council), and
- use our organisational tikanga to guide our decision making.

In short, we want you to think about what we are trying to achieve, and then work as a team to provide great services to the residents of our district.

Relationship Manager – Business Success – that’s your primary task at Whangarei District Council. But working with us is much more than simply completing the task – it’s about how you go about doing the task, how you make a difference to the organisation, the ways you work with others, and how you deliver the best services to the district.

We’re continually looking at better ways of working together here at Council. We think each of us has a key role to play in making our district a great place to live. We do that by giving superb service to our customers; we do it by working together as a group; we do it by building a culture where we can all contribute our ideas; and we do it by focusing on our outcomes.

Where appropriate, we want you to be part of cross organisational teams, to bring your solutions to the table, and to work with those teams to implement them.

What you will do

- Understand the constraints and opportunities in our processes and regulatory environment to smooth customer experience for high value development work in the district.
- Pre-empt and facilitate the resolution of roadblocks, focusing on those within council processes, communicating all updates to customers.
- Partner with clients planning high value development work to support and guide them through council processes.
- Facilitate strategic outcomes for the district.
- Build relationships with customers to raise Council's reputation as an organisation businesses want to work with.
- Build strong internal relationships to better inform how we can support customers and enable high-value development.
- Contribute to creating the Business-Friendly Council Framework.
- Understand and align work to current strategies and communicate these to customers to speed up and smoothen the process.
- Understand and utilise Strategy team documents and inform customers of expectations around these.
- Build platform to enable the community to achieve outcomes.
- Create reports on key functions to communicate alignment and achievement of strategic outcomes.

What we all do

- Demonstrate a commitment to cultural awareness in all aspects of work and development.
- Demonstrate a commitment to Council's Diversity policy in all aspects of work and development.
- Embrace training and professional development opportunities for continuing improvement.
- Undertake Civil Defence Emergency Management responsibilities if required

Customer service

- Demonstrate a "customer first" culture within the team, department and in the wider organisation.
- Act as a Customer Advocate in the team, department and in the wider organisation.
- See customer feedback as an opportunity to improve service.
- Develop partnerships within the organisation to meet customer needs.
- Contribute to the development of customer focused policies and procedures.

Health and safety

- Ensure you and your team members accurately and promptly report all accidents, incidents and risks by the end of the working day.
- Keep yourself and others safe.
- Adhere to all Council Health & Safety policies, procedures and guidelines.

What you will bring

- An in depth understanding of Council legislation and processes, including those relating to resource and building consents,
- A demonstrated ability to apply Council knowledge in various contexts.
- Strong customer focus and experience in managing customer expectations.
- Strong relationship building skills with both internal and external parties and an ability to connect stakeholders.
- The ability to influence staff to achieve results and make sound decisions in line with legislation and strategic objectives.
- Understanding of the commercial eco system.

- Sound judgement and decision-making skills (especially in situations where rules and legislation are subject to interpretation).
- Strong communication and conflict resolution skills.
- Results driven with a commitment to continuous improvement.
- Project management experience.
- A high level of initiative and integrity.
- Strong IT skills.

Additional Information

Financial responsibilities – Nil

Position Grade – 17

Organisation Chart – see below

