

# Senior Analyst

## Monitoring and Evaluation

**Function**                      **Monitoring and Evaluation**

**Location**                      **Wellington**

**Reports to**                      **Research Manager**

### Purpose of the role

This role leads Te Mātāwai Monitoring and Evaluation (M&E) projects and activities alongside the Research Manager. Key responsibilities include supporting the M&E data for our te reo Māori investment program. Specifically, the position involves maintaining and enhancing current data and evaluation systems through comprehensive data planning, collection, analysis, and reporting. The role holder can also support standalone M&E projects across all organizational functions. Collaboration is essential, requiring close work with Te Mātātupu team members and others across Te Mātāwai, to provide support for the organization's broader research, data, and insights requirements.

### Key Accountabilities

The following key accountabilities of this role will assist in delivering the Te Mātāwai vision.

#### Research, Monitoring and Evaluation

- Implement, develop, and refine monitoring and evaluation frameworks aligned with program objectives and organizational strategy
- Design theory of change models and logic frameworks that clearly map inputs, activities, outputs, outcomes, and impacts
- Create evaluation questions and select appropriate indicators for measuring progress and success
- Analyse quantitative and qualitative data to assess program performance, identify trends, and measure impact. Produce monitoring reports, evaluation studies, and specialized analyses that inform stakeholders about progress toward objectives.
- Training and supporting other staff on monitoring procedures, data collection methods, and evaluation approaches.
- Incorporate kaupapa Māori evaluation frameworks and mātauranga Māori principles throughout all M&E processes
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#### Stakeholder Management and Engagement

- Establish and maintain positive working relationships with staff and stakeholders as this is integral to how Te Mātāwai operates
- Represent Te Mātāwai appropriately within the community and with other organisations
- Initiate, build, and maintain a range of strategic relationships and networks internally and externally to ensure monitoring, evaluation, and research conducted collaboratively and effectively
- Providing support to Te Mātāwai research networks and collaborators.

### **Project Management**

- Independently manage complex projects from start to finish.
- Able to proactively identify risks (such as slipping timeline, scope creep or budget issues) and manage them.
- Ensures their work aligns to the strategic direction and the strategic documents of Te Mātāwai
- Role models for more junior kaimahi, as well as mentors and provide direction to junior kaimahi

### **Storytelling and influence**

- Share insights and recommendations through powerful storytelling
- Savvy with storytelling in te ao Māori contexts
- Systematically and successfully adapts content and delivery to fit different audiences and contexts
- Guide and coach more junior kaimahi on effective storytelling

## **Qualifications, Skills, Knowledge and Experience**

- Be a passionate advocate for the revitalisation of the Māori language and actively engaged in Māori language activities;
- Combination of formal education and work experience related to Māori Monitoring and Evaluation, data and research (preferably in Māori language contexts);
- Proficiency in both Māori and English;
- Experience in working with whānau, hapū, iwi, Māori organisations and communities;
- Strong communications skills – able to strategize, plan and coordinate resources to meet agreed objectives, and measure and report progress against agreed outcomes;
- Sound understanding of tikanga and Treaty of Waitangi principles.
- Excellent organisational skills and an ability to meet deadlines;
- Strong presentation, communications skills (written and oral) and relationship management skills;
- The ability to cement or build relationships with researchers and/or research communities;
- Enjoy working as a team member, at a high level, and working collectively to get results.

## **Delegations**

### **Financial delegations**

- None

### **Human Resources Staffing**

- Direct Reports - 0
- Indirect Reports - 0

## **Relationships**

The position is required to build and maintain relationships with internal staff, in particular the:

- Tumu Whakarae (CEO)
- Senior Leadership Team

- Board Members
- Pae Motuhake
- Kāhui
- Pou Reo
- Kaiāwhina

The position is required to build and maintain relationships with external organisations including, but not limited to:

- Statistics NZ
- Research Organisations
- Te Puni Kōkiri
- Te Reo Māori Agencies
- Te Taura Whiri i te reo Māori
- Whakaata Māori
- Te Māngai Pāho
- Te Rangakura o te Whare o te Reo Mauriora
- Te Tāhuhu o te Mātauranga
- Te Tari Taiwhenua
- Te Manatū Taonga
- Suppliers

## About Te Mātāwai

**Kia Ūkaipō anō te Reo** is our vision to restore the Māori language as a nurturing first language for our tamariki and mokopuna.

Te Mātāwai works collaboratively across Aotearoa to restore te reo Māori as a vibrant language used widely and ultimately to be nurtured as a first language in homes and communities.

## Te Mātāwai was established to act on behalf of iwi and Māori to:

- lead the promotion of the health and well-being of te reo Māori for iwi and Māori, and at the community level;
- support, inform and influence the Crown's initiatives in protecting, promoting and revitalising te reo Māori;
- give effect, through its association with Ministers of the Crown, to the relationship of the Crown with iwi and Māori in relation to te reo Māori; and
- provide oversight and direction to the Māori Television Service in conjunction with the Minister for Māori Development and the Minister of Finance.

Te Mātāwai has an innovative organisational model that is driven by evidence-based strategy as we seek to build capability across the Māori language revitalisation movement through relationships, resourcing and community empowerment.

Our organisational culture is underpinned by practices that reflect Te Ao Māori perspectives. We are responsive to the distinct experiences and needs of our Kāhui, kaitono and whānau and our bespoke design and ability to be agile and responsive are key features of our approach. Te Mātāwai is committed to empowering the people of our Kāhui to lead change within their own communities, helping to foster mutual confidence in connections with communities, decision makers and government agencies.

Through collaborative relationships and intelligent strategy, Te Mātāwai is redefining what the partnership model can look like, generating the conditions for systems change within Te Whare o te Reo Mauriora.

## Ko Ngā Mātāpono a Te Mātāwai/Principles of Te Mātāwai

NGĀ MĀTĀPONO	PRINCIPLES
<i>He reo tuku iho te reo taketake o Aotearoa</i>	Māori, the indigenous language of Aotearoa, is spoken across generations.
<i>Ko ngā iwi me ngāi Māori ngā kaupupuri i te mauri o 'Te Whare o Te Reo Mauriora'</i> <sup>1</sup>	Māori people are the custodians of the vitality of 'Te Whare o Te Reo Mauriora'
<i>Poua, whakatipuria, tāwharautia te reo ūkaipō i roto i ngā hāpori</i>	The Māori language is reintroduced, grown and protected as a nurturing first language in our communities
<i>Kia raka te mauī, kia raka te katau</i>	The Crown and Māori work together towards a shared vision
<i>Kia ū ki te wairua Māori</i>	We operate in a way that is experientially Māori

<sup>1</sup> Te Whare o te Reo Mauriora (the Māori Language Revitalisation Model)