



# Position Description

Digital Domain Lead

Digital | Te Aukaha

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## Contents

POSITION DESCRIPTION .....	1
Dimensions.....	2
Key relationships .....	2
<b>Leadership Accountabilities .....</b>	<b>3</b>
Organisational leadership.....	3
Health, safety, wellbeing, and environment leadership.....	4
System leadership .....	4
Work programme leadership .....	4
<b>Digital Domain Lead Accountabilities .....</b>	<b>4</b>
<b>The value you will bring .....</b>	<b>6</b>

## Dimensions

<b>Reporting to:</b>	Chief Digital Officer
<b>Size of business unit:</b>	50-80 FTE (TBC)
<b>Indicative budget scope:</b>	TBC
<b>Delegations:</b>	TBC
<b>Location:</b>	Auckland/Wellington preferred

## Key relationships

### Internal

- Chief Digital Officer
- Digital Leadership team
- GGMs and leadership teams for relevant domain area – e.g., Digital Domain Lead Transport will work with the Transport Services Leadership team; Digital Domain Lead Regulatory and Customer will work with the Regulatory Leadership Team, and the Customer and Servicing Leadership Team;
- Relevant Executive Subcommittees
- EPMO and Enterprise Change
- Finance
- Enterprise Risk & Legal
- All other business groups as needed

### External

- Industry groups
- Technology vendors
- Other government agencies as required

# Leadership Accountabilities

Our first strategic priority is culture and leadership because it is the biggest enabler of our success. Great leadership is at the heart of great outcomes, for our people and our communities.

[Pou herenga tangata – Culture and leadership](#)

The graphic below summarises the leadership accountabilities. For further details on these core accountabilities please refer to [Waka Kotahi Leadership Accountabilities](#)



## Organisational leadership

- Lead and support the delivery of Te kāpehu, our strategic direction, and the transformation of our organisation as part of the group leadership team

You are:

### Inclusive

- Model and champion inclusive behaviour
- Create and drive a culture where all our people practice inclusion and value the diversity of people, experiences, and backgrounds

### Courageous

- Lead the tough decisions
- Hold leaders accountable for leadership
- Create a culture that encourages and supports openness, persistence, and genuine debate around critical issues

### Adaptive

- Lead organisational change and drive change agility
- Establish and promote a culture that encourages innovation and initiative and emphasises the value of continuous improvement

### Strategic

- Lead and champion a cross functional and long-term perspective in decision making
- Contribute to the development of organisational strategy
- Translate organisational purpose and strategy to operations
- Create a culture of confidence and trust in the future direction

### Outcomes Focused

- Provide strategic direction, creating clarity and focus to deliver outcomes
- Sequence and prioritise work to ensure delivery at pace
- Proactively identify and removes internal and external barriers to achieving outcomes
- Create a culture of achievement, fostering quality outcomes across Waka Kotahi

Source: Waka Kotahi Framework for Senior Leaders

## Health, safety, wellbeing, and environment leadership

- Demonstrate the highest level of commitment to our people and partners in health, safety, wellbeing, and sustainability practices.

## System leadership

- Support the sector with leadership to jointly achieve a land transport system connecting people, products, and places for a thriving Aotearoa.
- Build and maintain meaningful relationships to enable us to effectively work with Māori, stakeholders, and other agencies.

## Work programme leadership

- Lead the delivery of our programmes, projects, and activities to ensure operational excellence in the work that we do across the transport system / sector,

# Digital Domain Lead Accountabilities

## Group purpose – Te Aukaha | Digital

The Te Aukaha | Digital team is on a journey to transform itself from an internal technology enabler to a strategic business unit that contributes to the success of Waka Kotahi. Accelerating Digital - Auhatanga is a strategic priority for Waka Kotahi.

Our purpose is to accelerate digital capability for a more safe, efficient, and sustainable transport system.

We will do this by radically improving our service offerings, enabling automated and data-driven decision-making, and making it easy for our people to do our work and for our customers and users to interact with us. We will provide modern, fit for purpose and secure digital and data solutions for our people, partners, and customers.

## Position purpose:

The Digital Domain Lead role, reporting to the Chief Digital Officer, is the single point of accountability for all digital and technology platforms relating to their specific domain area.

We have three digital domains: Transport; Regulatory & Customer; Enterprise & Data.

The Digital Domain Lead owns the digital, technology and programme delivery for all technology platforms for your domain area. Your role is to build deep technical and customer knowledge and expertise within your domain, with a focus on ensuring IP (Intellectual Property) is retained and capability is optimised for Waka Kotahi.

The key areas of focus for the Digital Domain Lead are:

- Working with internal stakeholders to develop a strategic digital roadmap for the domain.
- Owning the digital delivery for key programmes of work, ensuring that Digital commitments are met in a high-quality, cost-effective way.

- Owning the technology platforms for your domain, ensuring that critical systems are up to date, secure and efficient.
- Fostering a culture of relentless delivery of superior digital outcomes for users, ensuring that your domain tangibly adds value to Waka Kotahi as an organisation and Aotearoa New Zealand as a whole.

### **Accountabilities:**

- You will develop and deliver the digital strategy for your domain area, enabling digital technology to support the broader strategic aims of Waka Kotahi.
- You will work with your GGM stakeholders and their leadership teams to ensure that digital risks and opportunities are well understood, digital and data options are well-considered, and our digital solutions meet the needs of users and customers. You will lead and help leaders at Waka Kotahi understand, embrace, leverage and control how technology and digital disruption will affect their core businesses.
- You will establish a high performing team that generates innovative ideas and utilises human-centred design thinking to solve problems for Waka Kotahi. You will bring in talented people who are focused on developing and delivering digital technology and technology-enabled solutions to end-users and customers.
- You will champion agile ways of working and continuous improvement practices. You will contribute to building a culture of learning and adaptability that adds to performance within the Digital team.
- You will align your stakeholders to the need for digital and organisational change and flexibility and will take the lead with fellow senior leaders to drive change at pace.
- You will network with technical and digital innovation organisations throughout NZ and abroad to complement and expand innovative efforts and position Waka Kotahi for the long-term opportunities and threats associated with disruption in the transport sector.
- You will champion opportunities to simplify your platform environment, ensuring duplication is removed and platforms capabilities are re-used.
- You will effectively manage third-party vendors to develop and maintain robust platforms and applications, that meet our current and future requirements.
- You will develop, implement, and maintain appropriate governance arrangements to support your work programme.
- You will be accountable for delivery of all digital initiatives within your domain, ensuring that key programmes (examples listed below) are well managed, meet scheduled commitments and are cost effective. For programmes that are owned outside of Digital, you will be accountable for delivery of the digital stream.

### **Examples of current work programme responsibilities:**

**Digital Lead Transport** – ITSN (network replacement); capital projects; TOC transformation

**Digital Lead Regulatory & Customer** – Core Regulatory; Digital Hub; Back Office Camera Systems; Safety Cameras, National Ticketing

**Digital Lead Enterprise & Data** – AMDS (asset management data standard).

While the above accountabilities are central to this role, it is acknowledged that we are in a transitional period where Waka Kotahi is changing and building capability in these areas which will take time and will require collaboration across peer groups.

There is an expectation that the role accountabilities will evolve over time, and you may also be involved in other activities as part of a career and development plan. This will be reflected in your performance and development goals that are set in discussion with your People Leader.

## The value you will bring

### Knowledge and experience:

- 6+ years' experience in leading digital delivery teams within an agile environment
- 5+ years' experience at a senior leadership level (Tier 3) across complex environments
- Demonstrable ability to operate effectively as part of a collegial leadership team. Comfort and experience with working in a matrixed environment.
- Strong problem-solving capability, able to adapt innovative approaches to solve delivery challenges.
- Proven ability to successfully design, provide and operate effective programme governance, preferably in a regulated or high-compliance organisation.
- Exceptional ability to facilitate, influence and persuade, including connecting the right people together to resolve complex issues.
- Strong financial management and business acumen, with an ability to identify, conceptualise and navigate strategic opportunities.
- Proven experience in leading, influencing and building credibility across a range of senior stakeholders
- Ability to translate strategic and technical concepts into priorities, plans and outcomes for effective delivery
- Understanding of business planning, organisational strategy, and change leadership.
- Understanding of emerging digital trends particularly in the transport sector, with an ability to identify opportunities to adapt for our required outcomes.
- Strongly customer-centric with hands on experience with design-thinking methodologies.

### Qualifications:

- A relevant tertiary qualification is preferred

You will demonstrate knowledge of, or a willingness to gain an understanding of Te Ao Māori and promote tikanga and Te Reo Māori. You will also have knowledge of, or a willingness to gain an appreciation of Te Tiriti o Waitangi (the Treaty of Waitangi) as it applies in the public sector.