



Mahi Tahī

We are one team, stronger together as we work with and for our community to deliver outcomes that matter.

#arohatōmahī

We love our work and know that our work matters. That is why we do what we say we will do and apply energy and enthusiasm across our mahi.

Manaakitanga

We put our people first by showing them that they matter, through a focus on whānau's needs and aspirations.

Tiakitanga

We proudly and professionally contribute every day to the care of our community and whenua with courage, positivity and mana – leaving a legacy which future generations will embrace.

Details

JOB TITLE	Community Employment Connector
REPORTS TO	Community Facilities and Services Manager
GROUP	Community Experience and Services
DIRECT REPORTS	Work Ready Champion
FINANCIAL DELEGATIONS	\$5000
WARRANTS REQUIRED	Nil
GRADE	

He rau ringa e pakari ai ngā taura whiri i ō tātou kāinga noho me ō tātou hāpori – mai i te pae maunga o Tararua ki te moana

With many hands the threads which weave our neighbourhoods and communities together will be strengthened from the Tararua Ranges to the sea.

Purpose

This role is all about building important and meaningful bridges—between Horowhenua's local businesses and jobseekers who are ready to work—while leading the delivery of the Mayor's Taskforce for Jobs (MTFJ) programme across the district.

As the Community Employment Connector, you will be responsible for overseeing the programme, including budget management, ensuring we meet our contractual obligations, and reporting progress to senior leaders and the Mayor. You'll also support and guide the Work Ready Champion, working together to create pathways into employment for those not in work, training or education.

Your superpower will be building strong, trust-based relationships with local businesses—promoting the programme, selling the story, and connecting employers with jobseekers in a way that delivers long lasting results. You'll be confident, persuasive, business-savvy and passionate about unlocking potential in our people and our local economy.



Key Responsibility and Expected Outcomes

Programme Leadership and Delivery

- Lead the planning and delivery of the MTFJ programme, ensuring alignment with contractual obligations.
- Manage programme funds effectively and ensure accurate reporting and accountability.
- Support the Work Ready Champion through clear direction, collaboration and shared goals.

Business Employer Engagement

- Build and maintain strong, positive relationships with local businesses to identify employment opportunities.
- Promote the MTFJ programme and connect jobseekers with suitable placements that lead to sustained employment.

Community and Agency Partnership

- Foster partnerships with community agencies, training providers, and the Ministry of Social Development.
- Identify and reduce barriers to employment through coordinated support.

Customer-Centric Delivery

- Maintain a focus on customer outcomes, ensuring jobseeker needs are at the centre of programme delivery.
- Ensure delivery reflects principles of Te Tiriti o Waitangi and supports equitable access to opportunities.

Leadership and Culture

- Demonstrate and promote Council values in all actions and relationships.
- Positively contribute to the culture and capability of the Community Experience and Services team.

Health Safety & Wellbeing

- Promote a strong health and safety culture by proactively modelling our values and hold self and others to account to Consistently follow all health and safety policies and legislative requirements.

Council Contribution

- Actively contribute to the Community Experiences and Services Group by performing duties as required, promoting a positive workplace culture, and participating in Emergency Management activities.

CAPABILITY & COMPETENCIES REQUIRED

Skills, knowledge & Experience

- Experience in business, recruitment, or employer engagement.
- Knowledge of employment readiness programmes, training providers or community services.
- Solid understanding of the local business and employment landscape.
- Programme and budget management experience.
- Strong communication and influencing skills.
- High levels of professionalism, confidentiality, and integrity.
- Understanding of Te Tiriti o Waitangi and its application in community-focused work.



Drives Community Outcomes

Delivers impactful outcomes for the community by providing exceptional service, fostering meaningful Iwi relationships, integrating Te Reo Māori and tikanga, and continuously improving efficiency within the Horowhenua District Council landscape.

Delivery Focused

Delivers high-quality work with integrity, accountability, and efficiency, following through on commitments, engaging with Iwi where appropriate, and using digital tools effectively to achieve meaningful community outcomes.

Mana Enhancing

Builds trust by placing people at the heart of decisions, embracing diverse cultures, upholding high standards of professionalism, nurturing personal growth and self-care, and protecting the mana and integrity of relationships.

Connected

Builds strong, trust-based relationships across teams and the community through clear communication, collaboration, and cultural engagement, creating a connected and inclusive environment that drives better outcomes.

Resilient and Adaptable

Adapts to change with curiosity and resilience, maintaining focus under pressure, seeking diverse perspectives, and persevering to deliver the best outcomes for the community.

Alignment with our community outcomes



We uphold Te Tiriti o Waitangi and its principles and recognise the role of Mana Whenua as kaitiaki of their rohe. We support them to maintain and enhance tikanga with their ancestral lands and waterways, wāhi tapu and other taonga, and build mutually respectful partnerships with tangata whenua, supporting whanau, marae, hapū and iwi in achieving their aspirations.



We contribute to improving our natural environment for current and future generations to enjoy, and protect the important natural features in our district. We ensure our built environment supports the wellbeing of our people and manage competing pressures on resources sustainably.





We provide efficient, reliable and affordable infrastructure, developing and maintaining facilities and infrastructure to meet the needs of current and future generations. Our community facilities and infrastructure are resilient, helping us to respond to climate change and natural hazards, working with partners to develop infrastructure that enables growth.



We are business friendly, supporting diversity and resilience in our local economy and work with others to make our economy grow. We aspire for economic security for all of our people and seize growth opportunities for our district.



We value the diversity of our people, and how our district's heritage shapes our community's sense of identity and pride.

We provide infrastructure, services, facilities and places to build resilient and connected communities where people of all ages and backgrounds feel included and safe. We are building collaborative relationships with service providers to enable all people to live positive and healthy lifestyles, encouraging our people to participate in local decision making.

