

REGIONAL FIELD ADVISOR – Role Information

A Regional Field Advisor (RFA) reports to the Commission's Operations Manager who is based in Wellington.

RFAs are part time (from 1 to 3 days a week) and are engaged as independent contractors. The 2017/18 rate for the role is \$40.00 an hour.

The role will require work in the rural environment and outside normal working hours.

Key responsibilities include:

- establishing and maintaining relationships with stakeholders, including local and regional government, tangata whenua, landholders, recreation groups, and the public;
- communicating the objectives, functions and services of the Commission to the public.
- responding to enquiries on public access within the area of responsibility;
- representing the Commission at local and regional levels.
- assisting in investigating and negotiating new access opportunities and retaining existing access, and
- facilitating regional and local access disputes and proposals.

Area of responsibility:

The area of responsibility will include Otago Region except Queenstown Lakes District Council, and include the Waitaki District Council and the Catlins.

Ideally the successful candidate will be located within the area.

As contractors, RFAs are required to provide:

- office equipment, which includes a computer with operating system Windows 7 or later, Microsoft Office (including Word, Excel, PowerPoint) version 2010 or later and Broadband Internet access;
- a digital camera;
- outdoor clothing and safety equipment such as appropriate footwear, weather appropriate gear, and appropriate personal protection equipment (the Commission will provide some branded clothing), and
- a motor vehicle appropriate for the work with current WoF and registration.

The Commission will provide:

- induction training;
- on-going support, advice and information as and when required;
- negotiation and facilitation training;
- some Commission branded clothing, and

- reimbursement for use of a personal vehicle, actual and reasonable costs associated with the role (accommodation and meals, and travel related expenses), and role related toll and mobile calls.

A contract will be offered to the successful candidate terminating on 30 June 2018 to align with existing RFA annual contracts.

If you have a passion for the outdoors, are actively involved in the community and looking for a new challenge, please apply by emailing your application (covering letter and resume) to ric.cullinane@walkingaccess.govt.nz. Applications close on 23 July 2017.

For more information contact Ric Cullinane, Operations Manager, ric.cullinane@walkingaccess.govt.nz, or 027 477 5042