

Ngati Kuta Hapu

Job Description – Hapu Negotiator

Hapū Negotiator – Terms of Reference

Purpose of the Position

Your role as the Hapū Negotiator is to represent Ngati Kuta Hapū within the Te Whakaaetanga Trust (TWT) framework during the Treaty Settlement process. Negotiators provide advice, guidance, and participation to ensure that the Hapū interests are effectively represented and advanced in the development and implementation of a robust Negotiation Strategy with the Crown.

Key Responsibilities

1. Provide informed advice to Ngati Kuta and Te Whakaaetanga Trust (TWT) to support the development of negotiation strategies.
2. Participate in Ngāti Kuta/TWT/Crown wānanga and hui as required.
3. Contribute to the development of strategies for managing shared interests issues, cross-claimant issues, and associated discussions.
4. Provide guidance on any additional matters that may arise during the Treaty Settlement process.
5. Engagement the Crown to negotiate redress for Ngati Kuta
6. Provide advice during negotiation to Ngati Kuta, on the options available to them as negotiations progress
7. Support Ngati Kuta in cross claim negotiations with other hapu and iwi.

Administrative Duties

1. Work with TWT to prepare for hui, workshops, and related activities in the Treaty Settlement process.
2. Coordinate with other Hapū negotiators to inform discussions, ensure alignment, and contribute to documentation.
3. Monitor project timelines, track key deliverables, and ensure deadlines are met.
4. Prepare monthly reports on activities undertaken, including a record of financial expenditure and associated invoices.

Communication Duties

1. Work closely with the Ngāti Kuta appointed trustees to TWT (enter TWT trustee names) as the primary leads, ensuring clear communication of advice, progress, and work activities.
2. Communicate and collaborate with other Hapū negotiators where necessary to ensure consistency and collective progress.
3. Maintain open and transparent communication with Ngati Kuta through hui and reporting.

4. Maintain confidentiality requirements as per the Terms of Negotiation between Te Whakaaetanga and the Crown

Experience

A successful candidate must be able to demonstrate the experience and skills to deliver the functions of the role and be able to evidence the following:

- a) **Cultural competency** – an understanding of tikanga, mātauranga, whakapapa, Te Tiriti and He Whakaputanga and ability to deliver kaupapa that represents Ngati Kuta. The candidate must have the cultural competencies to deliver in a range of environments including the marae, engagements with iwi/hapu and the Crown. Ability to connect with Ngati Kuta kaumatua, kuia, hapu and claimants to discover their views and collaborate them into negotiations.
- b) **Commercial competency** – an understanding and experience in high end business including knowledge of the commercial environment, procurement, investment and commercial structuring. The candidate should have experience in commercial governance and directorship and provide advice on risks, options and tactics.
- c) **Political savvy** – understand politics, including the machinery of Government, and be able to confidently navigate through it.
- d) **Networks** – have access to an experienced and trusted network of professionals, kaumatua, kuia and others who can help inform opportunities that arise through negotiations.
- e) **Organisation** – be able to develop and organise materials, experts, work plans and schedules for the negotiations and have confidence to inform and commission expert reports to support negotiations.
- f) **People skills** – be personable and approachable and have ability to forge new relationships where required. The candidate must be able to communicate and demonstrate outcomes to a wide audience and be delivering outcomes that will serve Ngati Kuta well into the future.
- g) **Academic skills** – be able to present information orally and produce written reports to a high standard.
- h) **Negotiations** – have experience in negotiation, taking direction from Ngati Kuta and Te Whakaaetanga, presenting and deploying the tactics to negotiate desired outcomes.

The successful candidate is contractually responsible to Te Whakaaetanga Trust and must oblige the requirements of their contract.