



POSITION DESCRIPTION

Industrial Advisor (Pay Equity)

Tōpūtanga Tapuhi Kaitiaki o Aotearoa: New Zealand Nurses Organisation (NZNO) is the lead professional union for nurses and other healthcare workers. Our job and responsibility is to represent more than 60,000 nurses, midwives, students, kaimahi hauora, and health workers in Aotearoa/ New Zealand. We represent the interests of nurses on professional and employment related matters. We are affiliated to the International Council of Nurses (ICN) and the New Zealand Council of Trade Unions (NZCTU). NZNO embraces Te Tiriti o Waitangi and works to improve the health status of all people of Aotearoa/New Zealand through participation in health and social policy development.

Position Purpose

To provide specialist advocacy, support and strategic advice that advances NZNO's pay equity goals.

The role will report to the Director of Campaigns and is part of the Industrial Team.

Key Responsibilities and Performance Expectations include but are not limited to:

Key Responsibilities	Performance Expectations
Provide specialist advice on pay equity and related employment issues	• There is a comprehensive understanding of the Equal Pay Amendment Act and the Employment Relations Act. • NZNO staff are provided with high quality advice and education on pay equity processes. • Accountable for reporting on the work to the Senior Management, National Executive, Te Poari and other member groups.
Support NZNO Te Tiriti goals	• Engage with and support Māori in the development of pay equity advocacy for Māori • In conjunction with Te Runanga structures within NZNO, develop a uniquely Māori approach to pay equity claims that incorporates and recognises cultural requirements expected of Māori nurses • Work with Te Runanga on organising planning and implementation around pay equity claims
Development of strategies to achieve equal pay across all sectors	• Work with other strategic leads to develop NZNO strategy with specific responsibility for pay equity. • Able to be politically astute identifying issues where NZNO needs to express its view or have that view acknowledged in internal or external forum. • Capable of writing policy papers or submissions as appropriate.

Building relationships	External: • Able to represent NZNO on external bodies and forums to articulate NZNO's views on pay equity • Develop and sustain relationships with key external stakeholders and agencies • Have influence in multi-union forums • Work with employers in advancing pay equity claims Internal: • Work with staff and member groups on pay equity matters where required. • Together with organising leadership and campaign leadership develop and help implement organising models that build union power around the pay equity processes
Lead and support advocacy on pay equity	• Advocacy of specific pay equity claims • Support to other staff and members working on pay equity claims • Develop and implement pay equity review processes and bargaining • Have oversight and leadership on the implementation of the gender pay principles
Undertake any other duties consistent with the overall purpose of the position as determined by the CEO	

Key Relationships

Reports to:	Director of Campaigns
Internal NZNO relationships:	CEO Director of Organising Director of Professional and Policy Services Campaigns Adviser Industrial Advisers Communications Manager Lead Organisers Research & Policy Advisers Other NZNO staff NZNO delegates & representatives Te Poari
External relationships:	Key sector stakeholders and organisations Other health union staff

NZNO Core Competencies

Competency	How this will be demonstrated in this role
Ethics, integrity and values	Supports NZNO vision and values, understands organisational structures when completing assigned tasks or projects, and plans and organises work in an efficient manner. Acts with professionalism, integrity, honesty and respect in their working role.
Cultural	Understands the importance of te Tiriti o Waitangi in modern Aotearoa New Zealand, supports the implementation of te Tiriti across the organisation and conducts themselves in accordance with te Tiriti in their work and work relationships. Understands the importance of culture and ethnicity and how culture influences behaviour. Good understanding of Te Tiriti, Maranga Mai! and its application to pay equity work.
Member focus	Understands the importance of members and member voice, builds positive member relationships, acts in a professional manner at all times when dealing with members.
Communication and teamwork	Relates well to people verbally and in written form, builds rapport with all levels inside the organisation, listens well, works collaboratively with others, and is sensitive to the needs of the organisation, handles conflict while preserving rapport, works well with a diverse workforce, ability to understand and adhere to good file and record management practices.
Problem solving	Able to define problems, find causes, and help devise workable solutions.
Results orientation	Shows commitment to goals and delivers results, demonstrates personal initiative and motivation to achieve goals and objectives.

Role Specific/Technical Capabilities

The Industrial Advisor (Pay Equity) should also have the following skills and attributes:

Leadership	Is comfortable taking leadership role; ably directs and guides people and processes, with or without formal authority, appropriately commanding and able to influence or control events, with or without formal authority; inspires, shares “vision”; exhibits charisma and executive “presence.
Political Savvy	Has knowledge of and works well within a political setting; respects hierarchy and exhibits appropriate diplomacy dealing with official or bureaucratic networks; maintains composure and focus working with prominent people or senior management.
Strategic Skills	Able to devise, define and outline constructive strategies; Sees future path clearly; has broad vision that spans widely across time and industry; capably translates high level strategies into practical implementation strategies.
Analytical Skills	Interprets and digests complex information; applies logic and sound critical thinking to astutely evaluate presented materials, data or positions; identifies flaws in reasoning but integrates good judgement in presenting findings.
Business or technical knowledge	Knows the business, has technical expertise and skill; understands this industry, its standards and practices and processes; demonstrates mastery of required job-related knowledge (technical, professional or managerial) and mastery in performing essential job requirements; has and/or develops credentials to maintain or expand knowledge skills and expertise; understand the relationship of their role or business unit to company.