



**Restore
Hibiscus & Bays**

Ngahere Tupu Tonu • Thriving Nature

Catchment Community Activator

Role description

About the opportunity

Restore Hibiscus & Bays (RHB) is a community-led charitable initiative that aims to partner with whānau, hapū, iwi and bring together, empower and grow the network of groups, projects, neighbourhoods, individuals, schools, businesses and other organisations working to eradicate pests, restore and protect native habitats and improve water quality across the Hibiscus & Bays Local Board area.

RHB currently employs a Manager and three Ecological Restoration Advisors, and we now have an exciting opportunity for three Catchment Community Activators to join our staff team. The RHB Catchment Community Activators will help deliver a range of activities and projects within the diverse environments of the Hibiscus and Bays Local Board area, with a specific focus on motivating, coordinating, connecting and expanding community-led restoration and conservation activity at catchment-scale. Each of the three Catchment Community Activators will focus their work within one of three catchment areas:

- Campbells Bay
- Taiaotea (Browns Bay) and Rothesay Bay
- Waiwera

The Catchment Community Activators will support the delivery of the recently updated RHB [Strategic Plan](#), which identifies the following guiding principles that underpin the delivery:

- Te Tiriti o Waitangi – We understand our obligations under Te Tiriti o Waitangi and are committed to honouring them.
- Te Ao Māori – We acknowledge Māori worldview and seek to further understand how this can be integrated into our work.
- Transparent working relationships – We know that together all our actions make a difference.

- Diversity – We respect that different groups have different methods they employ to achieve results and are at different stages of their restoration journey.
- Science Based – We recognise that to make good decisions we need robust information.
- Community Focused – We take all opportunities to bring people together through this work, across our diverse, multicultural communities.
- Inter-Generational – We recognise this is a long-term game and young people need to be encouraged and supported to carry on the work.
- Ethical Responsibility – We take up the responsibility of advocating for nature and species that cannot speak for themselves.
- Aesthetic Value – We acknowledge that the experience of nature contributes to positive mental health.

The position

Contracts with: Restore Hibiscus & Bays Incorporated

Reports to: Directly reports to the Restore Hibiscus and Bays Manager; indirectly reports to the Restore Hibiscus and Bays Steering Group

Supervised by: Restore Hibiscus & Bays Manager

Location of work: Staff team meetings will be based at an office in Browns Bay, but this role will involve work mainly in one of three catchment areas:

- Campbells Bay
- Taiaotea (Browns Bay) and Rothesay Bay
- Waiwera

Catchment Community Activators may be required to work within other project areas across the Hibiscus & Bays Local Board area, as required (within the allocated hours).

Timeframe and hours of work and salary

- Campbells Bay Catchment Community Activator:
 - 11 months fixed-term, 1 November to 30 September
 - 20 hours per week
 - Actual salary of \$24,000, inclusive of 3% contribution to Kiwisaver
- Taiaotea (Browns Bay) and Rothesay Bay Catchment Community Activator:
 - 11 months fixed-term, 1 November to 30 September
 - 14 hours per week
 - Actual salary of \$16,800, inclusive of 3% contribution to Kiwisaver
- Waiwera Catchment Community Activator:
 - 11 months fixed-term, 1 November to 30 September
 - 20 hours per week
 - Actual salary of \$24,000, inclusive of 3% contribution to Kiwisaver

Purpose of the position: to provide coordination, motivation and support that empowers and connects local communities, volunteers and stakeholder organisations to collectively protect and enhance native biodiversity and work towards Pest Free Auckland 2050.

Key Relationships: RHB Manager, RHB Ecological Restoration Advisors, RHB Steering Group, the RHB network, other local volunteer restoration groups within the area, Iwi, Te Herenga Waka o Orewa Marae, Hibiscus and Bays Local Board members and staff, Auckland Council staff, Schools, Auckland Council CCOs including Auckland Transport, Department of Conservation, and other government agencies.

Skills and attributes that you'll bring to the role

Essential

- An outgoing 'people person' with plenty of energy.
- Demonstrated communications skills, including face-to-face communication with individuals and groups, as well as excellent phone, email, social media and other writing skills.
- Strong time management skills - able to juggle multiple tasks and priorities.
- Strong interest in ecology, biodiversity and biosecurity issues and a passion for conservation and ecological restoration.
- Capability and capacity in Te Ao Māori, or a strong commitment to developing your cultural capability and capacity in alignment with the RHB guiding principles.
- Demonstrated 'self-starter', showing initiative and ability to complete prioritised projects.
- The ability to problem solve, use initiative and display sound judgement
- A serious commitment to following and communicating policy and procedure around Health and Safety.
- Some experience in volunteer engagement, support and management.
- Computer literate and administrative capability.
- Ability to undertake project monitoring and reporting to agreed standards and procedures.
- Own transport, with insurance and current driving licence.
- Own laptop and software.
- Comfortable with working flexible hours, including willingness to work out of 'normal' office hours, such as some evenings and weekends.
- A good level of physical fitness.
- Familiar with GPS / mapping tools, or capable of learning these skills very quickly (Waiwera).

- Familiar/comfortable with steep and challenging terrain (Waiwera)
- Able to carry 10-20kg pack (Waiwera).
- Comfortable with working in pairs on large, remote sites (Waiwera).

Desirable

- Hands-on experience working on pest control and/or native planting projects (possibly in a volunteer capacity).
- Native plant and pest plant identification skills.
- Experience in working with a range of groups and agencies, including schools, tangata whenua and the volunteer community.
- Demonstrated experience in effective group development, relationship management and community empowerment for shared achievement.
- Knowledge and experience with ecological monitoring methods would be highly desirable, including bird surveys, predator monitoring, or water quality monitoring (including in a volunteer capacity).

What you'll deliver

Key Achievement	Area Key Activities
Planning	<ul style="list-style-type: none"> ● Work to implement the RHB 2021-23 work programme, in particular the catchment-scale predator eradication, stream restoration, and pest plant control programme. ● In collaboration with representatives from existing restoration groups and Ecological Restoration Advisors, identify priority sites for restoration within focus catchment ● Develop timelines for the initial 11-month project period to enable achievement of key outcome metrics for focus catchment area..
Engagement and Community Empowerment	<ul style="list-style-type: none"> ● Engagement of community in focus catchment area to implement predator control, stream restoration, pest plant control and ecological monitoring across public and private land (with focus on streams and SEA land). ● Door knocking, social media, local media, community events within focus catchment areas to educate and raise awareness within communities and encourage further participation in the project. ● Work with a pool of already active and experienced volunteers and with local community organisations and groups (e.g. schools, our local marae, youth groups, Rotary, libraries) to help engage landowners and residents throughout catchment.

	<ul style="list-style-type: none"> ● Recruit multiple volunteer street champions who will be able to engage their own neighbours regarding access and permissions to conduct restoration work on private properties. ● Ensure all appropriate permissions are secured prior to removing pest plants, setting up predator control lines and carrying out native plantings. ● Support with the organising and running of planting events, training workshops and weeding bees. ● Follow up with volunteers to ensure ongoing maintenance of predator control lines within catchment project. ● Provide adhoc organisational support for ongoing community weeding bees within focus catchment area. ● Coordinate volunteers to undertake ecological monitoring activities within the focus catchment area, in alignment with the monitoring programme and in collaboration with Ecological Restoration Advisors. ● Provide ongoing motivation and support to communities carrying out restoration work and ecological monitoring within the focus catchment area. ● Provide training and build capacity within the volunteer community to take over the coordination of the restoration work and ecological monitoring after the initial project period. ● Respond to and assist with requests from community members and volunteers by email and phone, as required. ● May be required to work on multiple other projects across the Hibiscus & Bays (within allocated hours).
Reporting	<ul style="list-style-type: none"> ● Use Restore HB systems and processes to measure activity and progress in implementing the catchment-scale predator eradication, stream restoration, and pest plant control programme. ● Responsible for all reporting on catchment project: <ul style="list-style-type: none"> - Support volunteers to use Trap.nz and conduct data checking and follow up. - Records of total area of pest plant control undertaken. - Photopoints of restoration sites. - Records of number of native plants planted along stream margins. - Records showing percentage plant survival. ● Report on progress to the RHB Manager and Steering Group regularly against stated objectives and goals.

Health & Safety	<ul style="list-style-type: none">● Adhere to health and safety policies and procedures of RHB and Auckland Council.● Work with and support groups around their own health and safety practices and procedures, including giving guidance as necessary.
-----------------	--

To apply for this role, email a CV and covering letter to jobs@restorehb.org.nz before the deadline on Monday 18 October.