

POSITION DESCRIPTION

Position	Energy Innovation Development Manager
Reporting to	Programme Director – Climate Connect Aotearoa Chief Executive – Ara Ake
Our commitment to te ao Māori	We honour te Tiriti o Waitangi, accord value to te ao Māori (the Māori world), support kaitiakitanga and are responsive to the needs of Māori. You help lead and implement the Climate Innovation Hub’s Māori Outcomes. You direct Māori outcomes planning for the Climate Innovation Hub to be incorporated into the business plan. You support and promote the development of staff understanding and capability in te reo Māori, tikanga Māori, te ao Māori and te Tiriti o Waitangi.
Position purpose	<p>Energy Innovation Development Manager is a core role connecting Ara Ake and Climate Connect Aotearoa (Tātaki Auckland Unlimited) and will lead the identification, facilitation, and exploration of high-value energy opportunities to support Aotearoa’s transition to a low emissions energy future.</p> <p>The purpose of this role is growing relationships and opportunities for the energy sector through partnering with academia, public and private sectors. You will play a vital role in bringing key energy sector stakeholders together to build a pipeline of relevant key challenges, undertake a global scan of global and national of innovations and technologies and seeking solutions to test and pilot in NZ. This role will include writing proposals, funding applications, delivering pitches and discussions around potential sponsorship, funding and co-funding opportunities.</p> <p>You will be expected to have a strong energy sector knowledge. You will be able to professionally present sometime complex information to a range of audiences. You will be expected to maintain a flexible and professional approach to changing demands. The role will work alongside the Climate Connect Aotearoa team to deliver on the overall development and implementation of the hub.</p>
Key relationships	<p>Internal</p> <ul style="list-style-type: none"> • Ara Ake team • Wider Climate Innovation and Sustainability team at Tātaki Auckland Unlimited • Wider Investment & Industry rōpū at Tātaki Auckland Unlimited <p>External</p> <ul style="list-style-type: none"> • Council CCOs • Council departments • Public & private sector partners

	<ul style="list-style-type: none"> • Central government • Industry & sector partners • Universities & research institutes • Investors & funding partners
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Key Accountabilities

Key Area	Responsibilities
Operational Management	<ul style="list-style-type: none"> • Actively networking to advance Climate Connect Aotearoa and Ara Ake's position in the energy sector and gain industry/ Government stakeholder contacts, feedback, and contracts • Contribute to the overall development of the hub's energy sector's work program • Support the development of coordinated business development growth of the Climate Connect Aotearoa • Lead and support the delivery and development of energy workshops and events • Support the development of proposal and provide support on the delivery of pitches • Lead the coordination and development of the energy-related online and onsite presences of the Climate Connect Aotearoa • Operate effectively and comfortable with ambiguity • Contract management
Strategy & Planning	<ul style="list-style-type: none"> • Support the strategic planning and direction of Climate Connect Aotearoa's energy sector work program • Proactively monitor and report on the number of successful partnerships • Clearly understand stakeholders demands and use this to inform the business • Identify and understand areas of the market that fosters the growth of Climate Connect Aotearoa • Support the delivery of activities that help generate revenue to meet target to reinvest to in the hub
Stakeholder Relationship Management	<ul style="list-style-type: none"> • Initiate, develop and maintain relationships with external stakeholders and being responsive to their needs • Identify, define, and implant new relationships of benefit for Climate Connect Aotearoa • Ensure professional and ethical judgement when engaging with stakeholders • Socialise the objectives of Climate Connect Aotearoa to external stakeholders and seek potential partnership

Organisational Obligations	<ul style="list-style-type: none"> • Action the organisation’s good employer obligations and equal employment bicultural policies and practices. • Promote a safe and healthy workplace by undertaking responsibilities as outlined in the organisation’s health and safety policy and procedures. • As an employee of the organisation, you are required to familiarise yourself with and comply with all organisation policies, including but not limited to, the organisation’s Code of Conduct.
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Outcomes

- Funding and grant proposal are successful and meet the success rate KPI
- Internal and external stakeholders are well informed, relationships are effectively managed and are well respected with stakeholders
- Climate Connect Aotearoa is recognised as a convener for climate innovation across New Zealand
- Climate Innovation ecosystem is established and recognised as a key player in addressing key energy climate challenges.

Capability

Delivers on the Vision & Purpose

Painting a compelling picture of the vision and strategy that motivates key stakeholders to collaborate, support and fund

Simplifies Complexity to drive action

Presenting complex, high quantity, information in a compelling way to show clients how the hub can effectively solve problems

Ensures Accountability

Holding self and other accountable to meet commitments

Collaborates

Building partnerships and working collaboratively with others to meet shared objectives

Courage

Ability to convert conversations into collaboration and funding

Manages Ambiguity

Operating effectively, even when things are not certain, or the way forward is not clear

Works as part of an Effective Team to deliver outputs and achieve objectives

Building strong relationship that result in the growth of the hub – networks, financially, collaboratively

Personal requirements

- Ability to build trust and strong partnerships and work collaboratively with multiple stakeholders, often with different agendas
- Ability to effectively communicate business models and value proposition to key stakeholders
- Ability to write a compelling proposal and formulate a clear pitch
- Strong business and financial acumen
- Able to professionally present sometimes complex information to a range of audiences
- Strong analytical skills with the ability to collect, organise and analyse information with attention to detail and accurate (including in policy, clean-tech, Greentech)
- Flexibility to adapt within a fast-moving environment
- Strong written and oral communication skills including well developed facilitation skills.
- Marketing skills
- High level of self-motivation
- Contract management
- Ensure the inclusion of Te Ao Māori in your work.

Qualifications and experience

- A tertiary degree/ or experience in relevant field of innovation and/ or energy, or other related discipline is highly desirable
- 5-10 years' experience in the areas of innovation and/or energy
- Experience working in a fast-moving environment
- Considerable contract management and contract negotiation experience
- Proven ability to develop and manage relationships with a wide range of stakeholders
- Broad understanding of local government and central government's role
- Experience writing compelling proposals
- Proven ability to work closely in teams, particularly in the context of a multi-disciplinary, cross-sector partnership environment
- Understanding of our commitments to Te Tiriti o Waitangi.