



POSITION DESCRIPTION

Funding & Commercial Innovation Manager

The New Zealand Māori Arts and Crafts Institute (NZMACI), located within Te Puia in Rotorua, is the custodian of traditional Māori arts, crafts, and cultural knowledge. Established to preserve and protect these taonga, NZMACI operates under the NZ Māori Arts and Crafts Institute Vesting Act 2020, continuing its mission to safeguard and promote the legacy of Māori culture for future generations.

NZMACI focuses on fostering mastery in traditional skills, developing leaders in Māori arts, and enriching the cultural and educational experiences of its taura and employees. It offers a proactive, values-driven workplace, encouraging personal and professional growth in a culturally fulfilling environment.

Under the Act, NZMACI is tasked with six core functions:

1. Encouraging, fostering, and promoting ahurea and toi Māori (Māori culture and arts).
2. Providing training for iwi, including whakairo rākau (carving) and raranga (weaving).
3. Awarding grants for study, training, and experience in Māori arts and crafts or other approved areas.
4. Conferring diplomas or certificates for qualifications in Māori arts, crafts, or culture.
5. Supporting demonstrations, exhibitions, and tours of toi Māori and toi whakaari Māori (Māori performing arts).
6. Ensuring the sustainable development of scenic and tourism attractions in Rotorua and beyond.

OUR WHY

Toitū te ahurea Māori – Leaders in uplifting Māori culture.

TE PUIA VALUES

Mātauranga Māori - Taonga Tuku Iho - Manaakitanga - Whakanui

TE PUIA PRINCIPLES

<i>Teamwork:</i>	Consistently demonstrate an unselfish commitment to working with others to create a collaborative culture.
<i>Passion for Customer:</i>	A positive relationship through outstanding service with each and every interaction. Understanding our manuhiri and what they want.
<i>Integrity:</i>	Upholding the highest ethical standards and promote trust and respect.
<i>Excellence:</i>	Exceeding expectations and taking intense pride in everything that we do every day.
<i>Leadership:</i>	Having the courage to rise above challenges through adversity that will inspire others. Providing a supportive, safe, and healthy workplace.
<i>Innovation:</i>	Imaging what is possible and being brave. Fostering creativity that challenges constraints and drives progress. Being adaptive and flexible.
<i>Guardianship:</i>	Take care of the land, environment, and other assets for future generations.

Position Title:

Funding & Commercial Innovation Manager

Department:

NZMACI

Reports to:

GM NZMACI & Organisational Culture

Direct Reports to Position:

- Kairuruku Auaha

Key Relationships (Internal):

Executive Management Team, NZMACI Managers, Tumu me ngā Pouako o ngā Wānanga, Sales & Marketing team, Board of Directors.

Key Relationships (External):

Central and local government, philanthropic organisations, funding agencies, non-government organisations, iwi and Māori organisations, creative design and advertising agencies, community organisations and trusts, and commercial entities.

Purpose of the Position:

To identify, secure, and manage diverse funding opportunities while driving innovative strategies to create new revenue streams that support the NZ Māori Arts and Crafts Institute (NZMACI) and Te Puia. This role provides strategic oversight of the Auaha (creative) team, ensuring creative initiatives align with kaupapa Māori values and commercial goals. Through strategic partnerships, business development, and fostering a culture of innovation, the Funding & Commercial Innovation Manager contributes to the financial sustainability and cultural integrity of both the NZMACI Charitable Foundation and Te Puia.

Championing collaborative initiatives, building strong stakeholder relationships, and ensuring long-term financial sustainability through cultural and commercial development are all central to the role.

This role is uniquely positioned to contribute to the dual objectives of the NZMACI Charitable Foundation and Te Puia. By fostering collaboration and alignment, the Funding & Commercial Innovation Manager ensures that cultural preservation and commercial excellence are achieved in unison, advancing the overarching vision of both entities.

Key Accountabilities:

Focus Area	Accountabilities
Funding Development	<ul style="list-style-type: none">• Identify and research diverse funding opportunities, including grants, partnerships, and sponsorships.• Design and implement funding strategies to support the NZMACI Charitable Foundation's educational and cultural initiatives, while ensuring alignment with Te Puia's commercial goals. Drive innovative approaches to revenue generation that honour cultural integrity and promote financial sustainability.• Prepare and submit compelling funding proposals and applications tailored to meet stakeholder requirements.• Regularly conduct national and international market scans to identify and pursue funding leads.• Align all funding strategies with Te Puia NZMACI's organisational goals, values, and long-term vision.
Leadership & Oversight of Auaha Team	<ul style="list-style-type: none">• Provide strategic and operational oversight of the Auaha (creative) team, ensuring alignment with organisational objectives and kaupapa Māori values.• Support the Auaha team in achieving excellence in creative output, fostering a culture of collaboration, innovation, and continuous improvement.• Collaborate with internal teams to develop and deliver creative projects that enhance Te Puia's cultural and commercial objectives.• Oversee operational aspects of the Auaha team, including resource allocation, workflow management, and time and attendance, to ensure seamless project delivery.

	<ul style="list-style-type: none"> • Lead high-level creative projects, ensuring they are executed successfully and reflect the vision and values of Te Puia and NZMACI. • Facilitate professional development opportunities for the Auaha team to enhance skills, knowledge sharing, and creative innovation. • Ensure that cultural narratives and kaupapa Māori values are integrated into all creative outputs and initiatives.
Team Leadership & Development	<ul style="list-style-type: none"> • Provide strategic leadership and management to all direct reports, ensuring alignment with organisational goals and cultural and commercial objectives. • Conduct regular performance reviews, deliver constructive feedback, and support the professional growth of team members. • Foster a collaborative and innovative team environment that promotes open communication and continuous improvement. • Proactively monitor team performance, addressing challenges to maintain high standards and optimise outcomes.
Innovative Revenue Generation	<ul style="list-style-type: none"> • Lead the development and implementation of strategies to diversify revenue streams, commercially leveraging NZMACIs and Te Puia's cultural and tourism offerings. • Conduct in-depth market research to identify trends and opportunities for innovative products or services. • Collaborate with internal teams to design, launch, and promote initiatives that enhance Te Puia's offerings and generate income. • Build and prioritise a pipeline of innovative ideas with high potential for commercial success. • Work closely with the Pou Tuarā to embed Te Ao Māori narratives and cultural authenticity into funding proposals, sponsorships, and innovative projects.
Business Development	<ul style="list-style-type: none"> • Develop, research, and establish profitable new business opportunities that align with Te Puia's cultural, tourism, and legacy objectives. • Explore and cultivate partnerships to maximise the value of Te Puia's unique offerings and market position.
Strategic Planning	<ul style="list-style-type: none"> • Contribute to strategic planning processes to ensure alignment with organisational values, stakeholder aspirations, and long-term goals. • Assist in setting clear priorities for funding and business initiatives to optimise resource allocation.
Relationship Management	<ul style="list-style-type: none"> • Build and maintain strong relationships with stakeholders, including government agencies, iwi, community organisations, and private sector partners. • Represent Te Puia NZMACI at industry events, conferences, and meetings to advocate for funding and business development initiatives.

	<ul style="list-style-type: none"> • Ensure transparent, effective communication and collaboration with internal and external stakeholders. • Partner with the NZMACI Business & Operations Manager to ensure that funding initiatives are seamlessly executed and aligned with organisational priorities.
Marketing & Promotion	<ul style="list-style-type: none"> • Partner with the marketing and tourism team to ensure funding and business initiatives are effectively promoted. • Communicate the impact of new initiatives to stakeholders and the market, positioning Te Puia NZMACI as a leader in funding and commercial innovation. • Support the NZMACI Charitable Foundation with the management and delivery of special projects, including funding campaigns, annual fundraising galas, and regional events.
Monitoring & Evaluation	<ul style="list-style-type: none"> • Track, measure, and report on the success of funding strategies and revenue-generating initiatives. • Analyse performance data and stakeholder feedback to refine strategies and improve outcomes. • Present detailed reports and insights to the management team and Board on progress, achievements, and future opportunities.
Capacity Building	<ul style="list-style-type: none"> • Provide training and mentorship to staff on funding processes, innovation, and business development practices. • Foster a culture of creativity, adaptability, and innovation across the organisation.

Key Role Outcomes:

- Successful identification and securing of new grants, sponsorships, and funding opportunities that support NZMACI's educational and cultural initiatives.
- Development and implementation of innovative revenue-generating initiatives that enhance Te Puia's offerings and contribute to long-term financial sustainability.
- The Auaha team delivers high-quality creative projects that reflect kaupapa Māori values and support Te Puia's cultural and commercial objectives.
- Establishment of profitable new business opportunities and strategic partnerships that align with Te Puia's legacy and tourism goals.
- Strong, positive relationships with government agencies, iwi, funding bodies, and commercial partners, fostering trust and collaboration.
- Seamless execution of creative and funding projects, with efficient resource allocation, workflow management, and timely delivery.
- A culture of creativity, adaptability, and continuous improvement is fostered across the organisation.
- Effective promotion of funding and business initiatives, enhancing Te Puia and NZMACI's reputation for innovation and cultural leadership.
- Regular evaluation and reporting on the success of funding strategies and innovative projects, with insights used to refine future initiatives.

Person Specifications:

- Minimum of 5 years' experience in business development, fundraising, sponsorship, or a related field, ideally within corporate or not-for-profit sectors.
- Tertiary qualification in Business, Marketing, Fundraising, or a relevant discipline, or equivalent professional experience.
- Proven ability to secure funding, build partnerships, and obtain sponsorships that deliver tangible outcomes.
- Strong project management skills, including planning, resource allocation, execution, and evaluation.
- Knowledge of kaupapa Māori values and the ability to integrate these principles into funding and commercial strategies.
- Understanding of Māori arts, crafts, and cultural preservation in both educational and commercial contexts.
- A creative thinker with a passion for identifying and executing innovative ideas that drive commercial success.
- Strong analytical skills to assess funding opportunities and market trends, with the ability to adapt strategies accordingly.
- Experience in leading creative teams and fostering a culture of collaboration and innovation.
- Ability to thrive in a collaborative environment while also being capable of working independently to achieve goals.
- Exceptional written, verbal, and interpersonal communication skills, with the ability to prepare compelling proposals and deliver impactful presentations.
- Strong skills in building and maintaining relationships with government agencies, iwi, funders, and commercial partners.
- Confidence in representing the organisation at industry events, conferences, and stakeholder meetings.
- Proactive, resilient, and adaptable, with a “can-do” attitude and a commitment to achieving organisational goals.
- An outgoing and optimistic personality, eager to make a meaningful impact within an aspirational and forward-thinking organisation.

Acknowledgement:

I confirm that I have read and understand the duties and responsibilities outlined for this role. I commit to performing my role in a manner that supports the success of Te Puia, contributes meaningfully to its growth and development, and upholds its core kaupapa, values, and objectives with integrity and dedication.

Name: _____

Signed: _____

Date: _____