



Position Description

Position:	Catchment Coordinator – Motueka Catchment Collective
Reports to:	Trust Manager – Tasman Environmental Trust
Takes guidance from:	Motueka Catchment Collective Steering Group
Term and FTE:	Fixed term to October 2025, 37.5hrs/wk – job-share or part time positions will be considered.

The Motueka Catchment Collective (MCC) is appointing a Catchment Coordinator to work with landowners, sub-catchment groups, and thematic working groups to promote the well-being of the freshwater system and connected environment.

Under the guidance and direction of the Motueka Catchment Collective Steering Group (MCCSG) the coordinator will build engagement and interaction with farmers, foresters, landowners, iwi, Council, industry stakeholders and others with an interest in the catchment's health. They will build on the extensive integrated catchment management work conducted previously in the catchment and support the emphasis of Te Mana o te Wai that puts the health and well-being of the freshwater ecosystem as priority.

For the right, talented professional, this job offers a good mix of autonomy, freedom and negotiated accountability, job flexibility without the burden of excessive bureaucracy. If you really want to work with willing landowners and want to create a lasting legacy by improving an iconic river, this is your job.

This role is independent from and additional to District Council appointed catchment facilitators.

Tasman Environmental Trust Mission

Our vision is healthy diverse ecosystems woven through the Tasman landscape.
Our mission is to connect people to nature conservation in their communities.

Motueka Catchment Collective Aims

From an informed and respectful standpoint, facilitate weaving the communities of the Motueka catchment together to ensure the wellbeing of the freshwater system and connected environment.

Key Tasks

- Work with the Motueka Catchment Collective Steering Group to oversee the smooth running of a large catchment project, including establishing good communication between the various parties, and keeping oversight of actions, milestones, and reporting required by funding agreements.
- Support landowner capability building and knowledge and provide advice to improve water quality on their farms.
- Support farmers with the uptake of freshwater farm plans by working with farm industry groups and support organisations.
- Work with members of the Motueka Catchment community to establish sub-catchment groups and identify key community actions for different areas.
- Work with the Steering Group, the wider community, and relevant stakeholders to establish thematic working groups and projects for the topics of freshwater monitoring, forestry, biodiversity restoration, river management, weed & pest management, and river access & recreation.
- Support discussions with key stakeholder and potential partners including iwi, Council, DOC, industry sectors, agencies, and organisations and researchers with initiatives and interest in the catchment, to strengthen relationships for the ongoing work of MCC.
- Work with the Steering Group, sub-catchments, and thematic groups to develop an integrated catchment management plan.
- Help identify and write additional funding applications that meet the MCC goals

Key Attributes:

Qualifications:

- A relevant tertiary qualification is desirable but not essential

Experience, skills and knowledge:

- An understanding of sustainable land and water management issues and practical cost effective mitigation strategies with a track record of action on the ground.
- Proven effective leadership in a complex multi-stakeholder environment.
- Experience in facilitation, networking and communication skills with diverse groups.
- Demonstrated ability to work with a range of sector groups including farmers, foresters, horticulturalists and other landowners, as well as community groups. .
- Excellent written and verbal communication skills and comfort/familiarity with relevant software
- Sound organisational and time management skills with experience in project management.
- Board reporting experience an advantage
- Understanding of the implications of the Treaty of Waitangi on today's society
- Competent on MS platform, particularly Word and Excel. GIS an advantage.
- Current driver's licence
- Can work in New Zealand

Personal attributes:

- Passion and vision for working with the community to achieve the wellbeing of the freshwater system and connected environment
- Collaborative, friendly, and encouraging
- Ability to communicate in a clear and engaging manner
- Comfort in engaging and working in partnership with iwi and hapu
- Results oriented, strategic thinker
- A commitment to the health and safety of yourself, your colleagues and within the work environment
- Highly self-motivated and committed to achieve action on the ground
- An affinity with the Motueka Catchment and established networks with landowners, local communities, and resource management organisations would be desirable.

Key Relationships

TET Trust Manager and TET Operations Manager

MCC Steering Group

Sub-catchment and thematic group convenors

NZ Landcare Trust Catchment Coordinator & TDC Catchment Facilitator

Stakeholders e.g., forestry companies, horticulture, farmers, and farming organisations

Community Groups e.g., Tapawera Connect, Motueka Valley Association

Organisations active in the catchment e.g., DOC, TDC, NZLT, Fish & Game

Landowners

Research organisations as required.