



Position Description

Principal Policy Analyst

Team	Māori Health Strategy and Policy
Group	Māori Health
Manager	Manager Māori Health Strategy & Policy
Location	Wellington
Job band	19PA
Security clearance	N/A
Date	May 2026

About the Ministry of Health (the Ministry) – Manatū Hauora

The Ministry of Health is the lead advisor to the Government on health and is responsible for ensuring the health system meets the current and future needs of all New Zealanders.

We fulfil this role through three key functions:

Policy: We support the Government to set health system priorities and develop policies. We collect evidence to understand the system and to get the best health outcomes for New Zealanders.

Regulation: We design rules and regulations for health services, products, and pharmaceuticals to protect public health and safety. We ensure health regulations are proportionate, effective and safe.

Monitoring: We monitor the performance of the health system by collecting data, checking performance and reporting to the Government. If issues arise, we work with others to address them. We assess both health outcomes and financial efficiency.

Group description – Tō mātou nei aka

Te Pou Hauora Māori | Māori Health are the principal policy advisor to government for Māori Health matters. They work to improve Māori health outcomes and measure the health system's performance for Māori.

Position purpose – Kōrero mō te tūranga

The Principal Policy Analyst is an exemplar in the development and delivery of high-quality, evidence-informed policy advice to improve health outcomes for New Zealanders. This role leads complex policy work within a challenging environment, supports strategic direction, and ensure all work supports the Ministry's functions.



What you'll do – Ko tōu ake mahi

- Lead the delivery of high-quality strategy and policy work to uphold the Crown's obligations under Te Tiriti o Waitangi and achieve equitable health outcomes for Māori.
- Contribute to the wider strategy, policy and monitoring work of the Ministry and health system.
- Provide leadership for projects and portfolios, working with others to ensure all work is well planned, taking strategic and tactical approaches to achieve results.
- Provide senior technical expertise and advice to inform future decision making for work programmes that best support the delivery of the Government's and Ministry priorities and objectives for and with Māori.
- Enhance the capability of the team through providing coaching and mentoring and quality improvement advice to team members during their day-to-day work.
- Build trusted and productive partnerships and relationships across the Ministry, the wider health sector, government and other external stakeholders, as required.
- Undertake peer review of documents and material prepared by colleagues to ensure quality, validity, accuracy and consistency.
- Contribute to the administration of statutory obligations and commitments, including implementation, monitoring, reporting and reviewing.
- Apply the full policy process from scoping, problem definition, consideration and assessment of options including rigorous regulatory impact assessment, health impact assessment and cost-benefit analysis, as well as considering implementation, risk mitigation and evaluation requirements.
- Take ownership; be accountable and recognised by the Ministry with instilled trust and confidence as a senior practitioner of policy advice.

This position description is intended as an insight to the main tasks and responsibilities required in the role and may be subject to change in consultation with the job holder.

What you'll bring to the role – Ko ngā pukenga ōu

- Relevant tertiary qualification.
- A deep understanding of te Tiriti o Waitangi and equity, and its application in policy and legislative contexts.
- Knowledge and experience of successfully navigating the machinery of government and working collaboratively with senior stakeholders across government.
- A thorough understanding of public policy issues, machinery of government and political considerations, including Cabinet and legislative processes.
- Demonstrated success in leading complex work using strong strategic and systems policy thinking skills, and operating in ambiguity.



- Excellent communication skills and ability to be clear and succinct in a range of settings and styles, including written advice.
- Political savviness and risk management awareness, knowing what is important to key stakeholders.
- A strong understanding of quality policy advice and experience coaching team members to deliver to a high standard.
- Knowledge of te ao Māori and understanding of mātauranga Māori.

Leadership Success Profile – Angitūtanga

The Te Kawa Mataaho Leadership Success Profile (LSP) describes what effective leadership looks like across the New Zealand public sector. All roles at the Ministry are assigned to one of four leadership categories. Each category draws on selected capabilities, which combine both leadership competencies and character traits from the LSP, to reflect different types of leadership.

This role is assigned to the **‘Technical Leader’** category, and the following capabilities outline what is required to be successful in this category:

Leading strategically	<i>Develop and implement strategies that position your technical area to meet future needs, aligning initiatives with organisational priorities and engaging others in a clear and compelling vision.</i>
Leading with influence	<i>Communicate with authority and clarity to influence decisions, inspire confidence, and gain buy-in for complex technical initiatives across teams and stakeholders.</i>
Enhancing organisational performance	<i>Drive innovation and continuous improvement within your technical area to strengthen organisational performance and deliver sustainable outcomes.</i>
Engaging others	<i>Build strong relationships by connecting with stakeholders, listening actively, and adapting your approach to foster collaboration and trust across technical and non-technical audiences.</i>
Achieving ambitious goals	<i>Show determination and optimism to achieve challenging technical objectives, focusing on opportunities and solutions that deliver significant impact.</i>
Curious	<i>Show curiosity, flexibility, and openness in analysing and integrating ideas, information, and differing perspectives; to make fit-for-purpose decisions.</i>

Your health, safety, and wellbeing – Oranga me te haumarū

At the Ministry of Health, we expect all of our people to:

- Ensure health and safety is integrated into business-as-usual activities
- Promote employee participation in health and safety by actively supporting employee health and safety representatives (HSRs)



- Acquire and keep up-to-date knowledge of work health and safety matters including the hazards and risks associated with operations
- Ensure staff are informed of and trained in safe practices and procedures in their specific areas of work

Diversity and inclusion – Kanorau me te whakauru

The Ministry of Health welcomes and supports people of all gender identities, ages, ethnicities, sexual orientations, disabilities, and religions. To support this we:

- Foster inclusive workplaces that value diverse perspectives and lived experience
- Attract and retain diverse talent by creating accessible, welcoming environments
- Apply the merit principle fairly, ensuring equitable opportunities for all