



TE RARAWA

JOB DESCRIPTION

JOB TITLE: GIS Analyst
REPORTS TO: CEO and Principal Advisor
DIRECT REPORT: Project Operations Manager
LOCATION: Te Rūnanga o Te Rarawa
16 Matthews Avenue, Kaitāia,
at times it may require the utilisation of a stakeholder's premises,
including site inspections.

PURPOSE: To lead and support the geospatial intelligence and mapping functions of Te Rarawa, providing accurate spatial data to support planning, restoration, pest control, and education activities.

KEY RESPONSIBILITIES:

- Lead GIS data collection and spatial analysis across all projects
- Support all teams with spatial data visualization and reporting.
- Analyse spatial trends and produce visual dashboards for strategic planning
- Build and update spatial databases for internal and external reporting.
- Collaborate with ecologist, all team members to ensure spatial data informs storytelling and restoration strategies.
- Lead use of ArcGIS and train staff on relevant mapping applications.
- Ensure data sovereignty principles are upheld in all spatial datasets.
- Maintain and upgrade digital mapping layers (e.g., awa sites, pest zones, planting blocks)
- Support creation of live dashboards and data tools for team and community use
- Develop and integrate systems in ArcGIS, QGIS or relevant platforms
- Collaborate with Project Teams to interpret field data
- Contribute to educational map-based storytelling resources for outreach
- Attend monthly team hui and quarterly wānanga
- Participate in shared projects and big kaupapa days (e.g. education, planting, monitoring, conferences etc)
- Share insights with team leads and contribute to live data systems
- Participate in innovation like the mobile processing lab and data dashboards

KEY RELATIONSHIPS:

- Partnerships Management and relevant teams
- Landowners & Hapu/Marae communities
- Kauri Ora Co-Lab, NRC, DOC, Warawara Komiti

PERSON SPECIFICATION



TE RARAWA

GIS Analyst

The following identifies the essential and desirable competencies that Te Rūnanga o Te Rarawa considers necessary to carry out the position. The demonstration of these skills is not limited to paid employment but can include any voluntary work that a prospective applicant may have carried out.

KEY SKILLS AND ATTRIBUTES

- Proficient in ArcGIS, QGIS, and related software.
- Experience working with indigenous data systems or environmental restoration.
- Strong communication skills, culturally grounded in tikanga Māori.
- Analytical thinker and visual storyteller.
- Team oriented, values-based leader with vision.
- Proficiency in ArcGIS, QGIS, or similar
- Experience designing interactive data tools systems and dashboards
- Excellent communication for explaining visual data to different audiences
- Ability to manage multiple data streams from field to digital platforms
- Understanding of environmental and cultural GIS applications in Te Ao Māori contexts
- Uphold Te Rūnanga o Te Rarawa values: Manaakitanga, Rangatiratanga, Whakapapa, Kaitiakitanga, Mātauranga
- Respect tikanga protocols (e.g. wai tapu, whanaungatanga, site conduct)