



TaurangaCity

Job description

Title	Senior Investment & Programme Advisor - Transport
Number	3CI292
Group	Operations & Infrastructure
Division	Transport
Reports to	Team Leader: Transport Planning
Direct reports	N/A
Date	Oct 2025

Job holder commitment

The job holder accepts as a fundamental requirement of their employment that they must demonstrate a personal commitment to:-

- modelling organisational values at all times
- a safe and healthy work environment
- assisting Council to fulfil its Civil Defence responsibilities

At TCC we uphold the principles of Te Tiriti o Waitangi by engaging in an effective and meaningful partnership with tangata whenua. We are committed to developing our knowledge and understanding of te reo Māori, tikanga Māori, Mātauranga Māori and our partnership with tangata whenua.

Job purpose

- The primary purpose of this role is to contribute to embedding best practice business case thinking into transport infrastructure planning and delivery, to secure funding opportunities from internal and external sources and lead pre-initiated projects through to being confirmed (or otherwise) into the Transport programme. This Role plays an integral point of contact for the Transportation team in lobbying for VFM outcomes in delivery quality outcomes for our community.

Key outcomes

Funding applications are successful, and the business objectives are achieved.	• Research and information sourced is credible, professionally sound and technically robust. • Applications and solutions for funding are successful and align with TCC's objectives and planning processes. • Business cases are concise and clearly communicated with internal stakeholders.
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	- Funding applications are professional, well regarded and maximise the capital and operational funding from external agencies. - Transport business cases are included in the LTP, NLTP and RLTP as prioritised projects for funding. - Processes are improved through proactive reviews and feedback.
Management of internal and external interdependencies	- Provide leadership and ownership of transport related interdependencies on behalf of activity managers. This includes, but is not limited to, large government entities such as KiwiRail, NZTA, and TCC's internal teams such as Spaces & Places, Waters and Strategy & Growth. - Represent transport in early-stage discussions with other parties to understand: - Forward works planning, programme integration, and funding implications - Provide insight to better budgeting and forecasting around assets being vested to transport from other parties in the future - Represent/negotiate for Transport on the design, nature of, boundaries of and other various circumstances regarding assets to be transferred to Transport in the future
The team cultivates relationships that are trusted, sustainable and effective.	- Relationships with external stakeholders are maintained through networking and attendance at Advisory Groups, regional meetings and Council Committees. - Relationships with external funding agencies are maintained through ongoing communication, attending regular meetings, and prompt response to requests for further information.
The team provides quality advice.	- Collaboration with stakeholders contributes to robust and substantive input to strategy documents, funding applications, and various reports - Customers receive friendly, helpful and concise advice in response to queries. - Prompt, professional, and concise responses are provided to internal and external stakeholders in relation to transport team matters.

The job description is not an exhaustive list of requirements, the job holder will be required to perform tasks assigned to them that are not explicitly described in this document.

Person specifications

Essential
• Relevant tertiary qualification in Business Management or other relevant field. • At least 5 years commercial or business experience in a related sector. • Experience in building business cases/funding applications and developing supporting processes, policies and procedures. • Multidisciplinary skills in financial management, economics and project governance. • Clear evidence of being a strong relationship builder • Experience in complex negotiations and proven track record in resolving conflict • Expertise in lobbying, fundraising and writing proposals.
Desirable: • Building Better Business Cases Certification (Foundation and Practitioner) • Experience with NZTA's NLTP, LCLR , IPM and similar funding mechanisms. • Strong understanding of Central Government's GPS on Land Transport.

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Our values

Pono / Integrity

We do what we say we will do

Manaakitanga / Respect

We listen to all views and show we care

Whāia te tika / Service

We do the right thing for our community
and each other

Whanaungatanga / Collaboration

We work together and create connections