



TaurangaCity

Job description

Title	Team Leader: Waste Minimisation & Engagement
Number	
Group	Regulatory & Community Services
Division	Regulatory & Community Services
Reports to	Head of Community Outcomes & Emergency Management
Direct reports	Waste Planning Advisor, Circular Economy Lead, Waste Programme Officer, Strategic Waste Behaviour Lead, Waste Engagement Delivery Lead
Date	July 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 role provides strategic and operational leadership to a multidisciplinary team responsible for advancing Tauranga's waste minimisation goals. This role ensures the coordinated delivery of behaviour change programmes, community engagement, policy development, and circular economy initiatives aligned with Council's Waste Management and Minimisation Plan and wider sustainability objectives. The Team Leader enables collaboration across internal and external stakeholders to enable long-term, community-led change and a transition toward a circular economy.

Key outcomes

Waste behaviour change programmes deliver measurable impact	<ul style="list-style-type: none">• Waste behaviour change initiatives are strategically designed and implemented to reduce waste to landfill and support long-term behaviour shifts.• Communications, education, and outreach materials are clear, targeted, and consistent across all platforms and audiences.
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	<ul style="list-style-type: none"> • Programmes are informed by behavioural insights and refined through ongoing evaluation and community feedback. • Participants across sectors (e.g. businesses, schools, households) are supported to take meaningful, sustained action.
Strategic partnerships and community engagement drive local action	<ul style="list-style-type: none"> • Strong relationships with iwi, community groups, schools, businesses, NGOs, and event organisers enable effective delivery and expansion of waste minimisation programmes. • Community-led initiatives are supported through funding, resources, and capability-building to deliver lasting local impact. • Public engagement reflects best-practice behaviour change models, reaching diverse communities through tailored activations and outreach. • Community insights are incorporated into programme design, strengthening relevance and inclusivity.
Data, insights, and performance shape continuous improvement	<ul style="list-style-type: none"> • Waste audits, participation metrics, and behavioural data are regularly collected, analysed, and used to inform decision-making. • Engagement, education, and infrastructure programmes are evaluated against KPIs to improve effectiveness and reach. • Insights are clearly communicated to internal and external stakeholders, informing Council planning and public understanding. • Robust reporting demonstrates progress toward Waste Management and Minimisation Plan (WMMP) goals and national waste targets.
Resources, projects, and contracts are effectively managed	<ul style="list-style-type: none"> • Programmes and campaigns are delivered on time and within budget, with strong alignment to strategic and operational priorities. • Contracts and funding agreements (including the Resource Wise Community Fund) are well-managed to ensure high-quality, outcome-focused delivery. • The Resource Recovery Centre is established and operated as a financially sustainable, community-focused hub for waste reduction. • Strategic planning, financial oversight, and infrastructure investment are integrated to

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	support long-term circular economy outcomes.
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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
<ul style="list-style-type: none"> • Degree in Environmental Science or relevant discipline • Strong understanding of waste policy, behaviour change, education, and levy reporting. • Proven record of successful project management and performance orientation. • Sound technical understanding, knowledge and application of all legislation that has relevance to waste management and minimisation • Excellent written and verbal communication skills, including the ability to present complex information clearly to executive leadership, elected members, and non-technical audiences. • Demonstrated ability to build and maintain relationships with iwi, government agencies, private contractors, and other councils to deliver system-wide outcomes.

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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