

REGIONAL FIELD ADVISOR – Role Information

A Regional Field Advisor (RFA) reports to the commission's National Operations Manager who is based in Wellington.

Regional Field Advisors reside within their area of responsibility.

RFAs are part time (from 1 to 3 days a week) and are engaged as independent contractors. The rate for the role is \$50.00 an hour (plus GST if applicable).

The role will require work in the rural environment and outside normal working hours.

Key responsibilities include:

- building effective relationships with Māori and tangata whenua
- establishing and maintaining relationships with stakeholders, including local and regional government, landholders, recreation and trail groups, and the public
- communicating the objectives, functions, and services of the commission to the public
- responding to enquiries on public access within the area of responsibility
- representing the commission at local and regional levels
- engaging in Council statutory planning processes to increase awareness of and promote public access
- investigating and negotiating new access opportunities and retaining existing access, and
- facilitating regional and local access disputes and proposals.

As contractors, RFAs are required to provide:

- a motor vehicle appropriate for the work, with current WoF and registration
- home office with access to a reliable, high speed internet connection
- a digital camera, and
- outdoor clothing and safety equipment such as appropriate footwear, weather appropriate gear, and appropriate personal protection equipment (the commission will provide some branded clothing).

The commission will provide:

- a laptop
- induction training
- on-going support, advice and information as and when required
- negotiation and facilitation training
- personal locator beacon, and
- some commission branded clothing.

Services/facilities covered by the commission:

- Reimbursement for use of a personal vehicle on commission work - \$0.80 per km
- Actual and reasonable costs associated with the role (accommodation and meals and travel related expenses)
- Phone usage - \$40 per month
- Internet usage – \$60 per month