

**RESERVE BANK OF NEW ZEALAND  
POSITION DESCRIPTION**

<b>POSITION TITLE:</b>	Adviser Banking Statistics
<b>DEPARTMENT</b>	Data & Statistics
<b>SECTION</b>	Statistics Team
<b>REPORTS TO:</b>	Manager Statistics
<b>JOB EVALUATION:</b>	Band 5 - Information
<b>DATE:</b>	July 2020

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### **Introduction**

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The Reserve Bank of New Zealand (The Bank) is New Zealand's central bank. Our vision is to be a great team, working together to be the best central bank. We operate with passion, integrity, innovation and inclusiveness.

Our main objective is to promote a sound and dynamic monetary and financial system. Ultimately, we want to raise New Zealand's economic wellbeing.

We undertake a range of activities to meet this objective, including:

- formulating and implementing monetary and financial policy
- licensing and prudential supervision of banks, insurers and other deposit taking firms
- supply and circulation of currency
- operating New Zealand's payments and settlement system

To support these functions we undertake world class research, we actively engage with our stakeholders to promote understanding and trust, we foster co-ordination with other regulators and our global peers, and we recruit talented achievement-focused people. We are aware of the trust placed in us as an institution and seek to lead and influence in areas where we can have a meaningful social impact, such as climate change, financial inclusion and regional issues relevant to our central bank mandate.

We welcome people to the Bank from diverse backgrounds, disciplines and experience. We encourage open and inquiring minds and provide a supportive, collegial and flexible team environment. We are invested in each other's success, we are energised and resilient.

We operate in a complex and changing global landscape but are acutely conscious of our heritage and history. Our Te Ao Maori strategy and awareness is a critical lens across all our work.

We are open, and always learning. We love what we do and carry out our responsibilities with pride.

### **Data and Statistics**

Data is a key asset for the Bank. The Data and Statistics Department plays an important role in meeting the data and statistical needs of the Bank's economic, prudential and financial policy and oversight functions, and those of its external stakeholders. The Bank publishes

financial statistics for use by a broad range of external users, including the general public, media, economists and financial analysts.

The Data and Statistics Department works closely and collaboratively across the Bank, understanding user needs, and undertaking initiatives to collect, construct, and disseminate statistics to enable quality decision making. We own the Bank's data strategy, and represent the Bank at external statistics forums.

The Statistics Team has a strong customer focus, seeking continually to improve the quality, timeliness and range of statistics available to internal customers in support of economic analysis, and in support of external customer needs. The Statistics Team owns all Reserve Bank statistical databases, guiding their maintenance, operation and development.

## **Key Objectives**

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The Adviser Banking Statistics is a team leader reporting to the Manager Statistics. The Adviser is responsible for ensuring the quality of regular RBNZ statistics and the day-to-day leadership of staff producing banking sector analytical reports and statistics.

The Adviser Banking Statistics oversees an end-to-end data process including:

- assessing the need for information
- design and build
- processing
- analysis
- dissemination.

In the Statistics Team, day-to-day activity is managed by Advisers. The Banking Statistics team is led by two Advisers, mainly working with New Zealand registered banks and non-bank deposit takers and lenders. The team operates regular data compliance reporting and produces lending, credit and other banking sector statistics, including the Bank Financial Strength Dashboard.

The Adviser Banking Statistics is expected to be an active member of the Data & Statistics Department leadership team. In this role, you will collaborate effectively to achieve team objectives, shape the team's work programme through prioritising effectively, and drive initiatives enhancing the team's practices and the value of statistics.

## **Key Responsibilities**

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- Ensuring that the Banking Sector statistics team delivers quality statistics within set timeframes.
- Proactively planning and managing the team's work flow to ensure that processes enhance the integrity, timeliness, efficiency, relevance and availability of statistics.
- Ensure the team follows operational best practice and manages quality standards for operational outputs.
- Lead the production of key financial statistical outputs and produce high quality analytical reports.
- Contribute to the development of strong working relationships with the policy departments of the Bank as a basis for assessing and responding to their evolving statistical needs.
- Foster strong and productive external relationships with survey respondents and key statistical organisations, such as Stats NZ.
- Work closely with the Adviser Financial Statistics to ensure the Department's operational objectives are met.

- Lead statistical development initiatives to improve the range and quality of New Zealand's financial statistics.
- Contributing to the development of the Data Strategy for the Bank and setting priorities for the Data & Statistics Department.
- Driving improvements in user accessibility and use of statistics internally and externally, including operational ownership of the Statistics section on the Reserve Bank website.
- Remain abreast of IT approaches to data management and be a key relationship contact for improving our data management system (FSIS).
- Assisting the Manager Statistics in representing the Bank at external statistics forums and conferences.
- Providing input on employee performance reviews, setting of objectives and identifying training and development opportunities.
- Other duties as required by the Manager Statistics, Head of Department for Data & Statistics, or as relevant to the position.

### **Key Competencies**

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To be successful in the role you will need:

- A tertiary degree in finance, economics, statistics or related disciplines.
- A minimum of six years relevant work experience in statistics and/or a financial institution.
- Sound knowledge and experience of New Zealand financial markets, institutions and techniques for financial data.
- Sound knowledge of economics and an understanding of the Bank's key objectives.
- Experience in leadership and workflow management.
- The ability to develop, motivate and coach an effective team.
- The ability to communicate clearly to and influence a range of audiences, orally and in writing.
- A proactive approach to work, identifying new initiatives and seeing them through.
- Time management skills; the ability to set and meet priorities.
- Outstanding team player and joint owner of all regular statistical outputs, comfortable working across the whole Department to deliver our objectives.
- The ability to build and maintain effective working relationships.
- Project management skills and the ability to view business processes objectively to develop mechanisms to enhance the efficiency, integrity and availability of information.
- A strong understanding of technology in data and statistics, including data-handling systems and processes.
- Data visualisation experience using Power BI would be an advantage, as would programming skills in R or Python.
- Experience developing surveys or other data collections would be an advantage.

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**Capabilities**

<b>Strategic</b>	<b>Strategic thinking:</b> We make informed decisions and take considered risks, which incorporate both short and long term factors and are aligned with our Bank Strategic Plan and values. We prioritise activities and make choices which are most likely to enable the delivery of shared goals. We scan the horizon for emerging opportunities and plan current activities with the future in mind.	
	<b>Critical thinking:</b> We understand the goals and values of the Bank, set a clear direction and help colleagues to translate strategic priorities into the delivery of specific outcomes, which are informed by evidence and insight. We build confidence and commitment in the way that we listen to the views of others, act on our plans, learn from our setbacks and celebrate our successes.	
<b>Engaging</b>	<b>Collaborative:</b> We build effective working relationships with a wide range of internal and external stakeholders to shape the future through creative collaborations and teamwork. We demonstrate the impact of our contribution through regional, national and international partnerships and we work together with our diverse range of colleagues, students and partners to understand their needs and deliver excellent outcomes.	
	<b>Communicating with Impact:</b> We build trust and gain buy-in to shared goals through our professionalism, integrity and effective communication skills. We influence and engage others across and beyond the Bank through active two-way dialogue and by promoting a clear and targeted message which positively reflects on our Brand and reputation.	
<b>Constructive</b>	<b>Delivering Results:</b> We take responsibility for delivering change efficiently and making things happen. Barriers and challenges are resolved promptly and success is celebrated. We are committed to ensuring that positive change is sustained and embedded to drive future success. We take a proactive approach to developing solutions and processes which are accessible, inclusive and user friendly.	
	<b>Developing Others:</b> We equip colleagues to perform to the best of their ability and realise their potential through ongoing feedback, coaching and development. We value and recognise the benefits of working with a diverse range of talented colleagues and actively seek to build inclusive teams in which all team members can thrive.	
<b>Self-Awareness</b>	<b>Resilience &amp; Adaptability:</b> We are able to adapt to changing priorities and seek to create a positive and healthy working environment in the way that we engage with and support others.	
	<b>Self-Awareness:</b> We understand our individual leadership style and adapt our approach in response to the situation and the needs of others. We regularly seek feedback to increase our levels of self-awareness and are committed to undertaking development to improve our personal effectiveness.	

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**Innovation****Innovation & creativity:**

We actively seek and use feedback to drive continuous improvement. We challenge ourselves and others to be the best we can and share best practice from across our Bank and beyond. We create an environment where new ideas and creative problem solving are encouraged and acted on.



**Vision:** Great Team, Best Central Bank

**Purpose:** To promote a sound and dynamic monetary and financial system.

**Values****Integrity**

Being professional and exercising sound judgement

**Innovation**

Actively improving what we do

**Inclusion**

Working together for a more effective Bank