

**RESERVE BANK OF NEW ZEALAND
POSITION DESCRIPTION**

POSITION TITLE:	Adviser
DEPARTMENT:	Financial System Policy and Analysis Financial Stability Group
REPORTS TO:	A Policy Manager
JOB EVALUATION:	Analytical, Band 5
DATE:	August 2020

Introduction

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

Our main objective is to promote a sound and dynamic monetary and financial system and to ultimately 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 Māori strategy and awareness is a critical lens across all our work.

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

The Financial System Policy and Analysis department (FSPA) is responsible for advising on the structure, regulation and supervision of the New Zealand financial system as it relates to banks, non-bank deposit takers (NBDTs), insurers and payments systems.

Key Objectives

Within FSPA, each Policy team is responsible for the development of clear and effective policies which includes the formulation of, amongst others, governance, outsourcing, suitability, disclosure and credit rating requirements.

The core role of the team is to develop, maintain and keep up to date prudential regulations and guidelines for the four sectors listed above, with the aim of fostering soundness and efficiency in each sector.

Key Responsibilities

The Adviser will undertake a variety of projects that contribute towards the successful delivery of the team's responsibilities. The role will require application of the principles of good regulation in the analysis and development of policy alternatives.

The key responsibilities of this position include:

- Being a technical lead and undertaking research and project work supporting the refinement of policy and the development of relevant legislation regulations and guidance.
- Preparing written analysis of alternative policy proposals, and recommending preferred alternatives.
- Providing expert technical advice and input on issues relating to regulation and supervision of each of the target sectors.
- Provide strong technical leadership, guidance, mentoring and support to Analyst/Senior Analysts in the team.
- Undertake any other duties agreed with the Manager.

Key Competencies

The Adviser should demonstrate the following:

- Strong tertiary qualifications in economics, law or a related discipline
- Extensive professional experience in the public and/or private sector.
- An in-depth understanding of the New Zealand financial sector and its structure and workings.
- A sound track record and experience contributing to complex policy-related projects, in relevant fields in the public or private sectors.
- Strong analytical and conceptual skills and be a creative thinker.
- Well-developed interpersonal skills with a proven ability of being highly effective in managing external and internal stakeholder relationships and working as part of a team,;
- An effective collaborative approach that draws on the knowledge and skills of colleagues and other stakeholders, and constructively contributes to the work of others, including the ability to guide, assist and coach less experienced staff who are colleagues within the team.
- Strong ability to produce high quality reports and to communicate clearly to a range of audiences.
- Proven ability in effective process management.
- Be a collaborative team player with a positive, enthusiastic "can-do" attitude.

Performance objectives and details of specific tasks will be agreed between the Manager and the Adviser on an ongoing basis.

Capabilities

Strategic	<p>Strategic thinking: 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.</p>	
	<p>Critical thinking: 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.</p>	
Engaging	<p>Collaborative: 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.</p>	
	<p>Communicating with Impact: 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.</p>	
Constructive	<p>Delivering Results: 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.</p>	
	<p>Developing Others: 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.</p>	
Self-Awareness	<p>Resilience & Adaptability: 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.</p>	
	<p>Self-Awareness: 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.</p>	
Innovation	<p>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.</p>	

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

RESERVE BANK OF NEW ZEALAND POSITION DESCRIPTION

POSITION TITLE:	Senior Analyst
DEPARTMENT:	Financial System Policy and Analysis Financial Stability Group
REPORTS TO:	A Policy Manager
JOB EVALUATION:	Analytical, Band 4
DATE:	August 2020

Introduction

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Key Objectives

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The core role of the team is to support the Reserve Bank in meeting its statutory objectives of promoting the soundness and efficiency of the financial system. The team does this by maintaining a regulatory policy framework that is up to date and fit for purpose. The team consists of a diverse set of policy experts with varying degrees of experience and seniority.

The tools for achieving that include timely reviews of current policy settings and the formulation of appropriate policy responses to emerging risks. The team follows international policy developments and actively participates in the relevant fora.

Key Responsibilities

Reporting to a Policy Manager, the Senior Analyst is expected to play a key role in contributing to the development of clear and effective prudential policy and guidance as it pertains to banks, insurers, non-bank deposit takers and financial market infrastructures. Examples include requirements on regulated institutions around governance, suitability of senior managers or public disclosure.

Working as part of a team of experienced and highly regarded colleagues, the Senior Analyst will be involved in all aspects of policy development from problem identification and the analysis of different policy options through to the drafting of consultation documents and industry engagement.

There is also the opportunity to contribute to and lead innovative research on key policy topics. Examples include ongoing work on the effectiveness of market discipline in New Zealand, and researching and monitoring developments in financial technology or cyber security and their impact on the wider financial system.

The key responsibilities and attributes of the position include:

Undertaking and leading analysis, research and project work to support the development and refinement of policy, regulation and legislation.

Presenting and communicating this work in an accessible manner.

Providing expert advice to senior decision makers.

Developing and maintaining relevant internal and external stakeholder relationships.

Working closely with colleagues as part of a team.

Undertaking any other duties agreed with the Manager.

Key Competencies

Demonstrated professional experience in public policy, regulation, relevant financial services or a related area.

Good academic qualifications in economics, finance, law, or a related discipline.

Familiarity with economic concepts such as market failure, regulatory failure or opportunity cost.

Strong analysis and report writing skills.

The ability to communicate clearly to a range of audiences, orally and in writing.

The ability to build and maintain effective working relationships and be a team player with a positive, enthusiastic “can-do” attitude.

Familiarity with the financial sector or an interest in the financial sector and a willingness to learn.

Performance objectives and details of specific tasks will be agreed with the Manager and will be subject to regular monitoring and review.

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