



Position Description

Chief Adviser, Regulation

Reports to

Manager, Regulation or Head of Compliance and Investigations, Regulation

Purpose of Role

To provide strategic leadership, timely advice and expertise that supports and drives work programmes in Regulation.

Commission's Vision

Our vision is that New Zealanders are better off because markets work well and consumers and businesses are confident market participants.

Commission Values

The Commerce Commission is committed to acting with **integrity** and being fair, honest and impartial. We set high standards of **excellence** and exercise **good judgement** by understanding the environment we operate in and the impact of our actions. We are **accountable** to the people of New Zealand for our work and spending. We **respect** each other and value peoples' diversity and opinions.

Key Result Areas (KRAs)

- Provide strategic leadership, oversight and advice; deliver solutions to technical problems and issues
- Maintain awareness of markets/industries and raise issues
- Relationship management
- Gather and analyse information and apply legal and economic principles

Competencies (Behaviours)

• Adhering to principles and values	• Creating and innovating
• Applying expertise and knowledge	• Learning and researching
• Delivering results and meeting stakeholder expectations	• Mentoring and leading
• Presenting and communicating information	• Planning and organising
• Persuading and influencing	• Relating and networking
• Analysing	• Coping with pressure and setbacks
• Writing and reporting	• Deciding and initiating action

Key Result Areas

1: Provide strategic leadership, oversight and advice; deliver solutions to technical problems and issues

- Contribute to the development of the Regulation strategy
- Ensures effective communication of the strategic direction of the Regulation Branch and ensures alignment with the overall Commission strategy
- Maintain up to date awareness of issues that relate to the Commission's work
- Apply knowledge and expertise across a range of issues
- Guide project teams to evaluate alternative resolutions and recommendations
- Share high level technical skills and knowledge with project teams
- Mentor less experienced team members, providing expertise and knowledge to assist with their development
- Work collaboratively with all members of the Branch and the Commission
- Take end to end ownership of defining and solving problems / delivering technical solutions, including overseeing the work of other project team members

Outcomes:

- Advice to internal and external stakeholders is technically sound, clearly identifies issues and is focussed on achieving good regulatory outcomes.
- Project team members are mentored and supported to provide quality analysis and advice.

2: Maintain awareness of markets/industries and raise issues

- Maintain a broad awareness of markets/industries within New Zealand
- Recognise changes or actions made by participants within markets/industries that may require further investigation
- Raise potential issues with manager to enable further action to be taken
- Share relevant information with the team
- Maintain expert knowledge of current and previous projects
- Critically evaluate findings on more complex issues
- Advise team members when expert legal, economic or financial advice is required
- Analyse and research complex issues that relate to the Commission's present or potential work areas. Where appropriate delegate analysis
- Provide guidance on how to apply relevant economic principles and legal frameworks
- Identify additional relevant and reliable information from additional sources (e.g. review documentation, market research) and delegate research as appropriate
- Utilise or oversee advanced modelling methodologies where required
- Identify and understand wider implications of findings and analysis and advise the manager/project team on how to address these
- Contribute to and review analysis of inquiries, as appropriate

Outcome:

- Continuous awareness and understanding of market issues is maintained and shared with the Commission

3: Relationship management

- Initiate, build and maintain strong working relationships with internal and external stakeholders
- Engage with a range of stakeholders to ensure the Commission is well informed

- Represent the Commission when required
- Present to stakeholder as required

Outcome:

- Relationships with internal and external stakeholders is initiated, built and well maintained

4: Gather and analyse information and apply legal and economic principles

- Critically evaluate findings on complex issues
- Advise team members when expert legal, economic or financial advice is required
- Analyse and research issues that relate to the Commission's present or potential work areas and delegate analysis where appropriate
- Provide guidance on how to apply relevant economic principles and legal frameworks
- Identify additional relevant and reliable information from additional sources (e.g. review documentation, market research) and delegate research as appropriate
- Identify and understand wider implications of findings and analysis and advise the manager/project team on how to address them

Outcome:

- Information gathered is relevant and considers the broader legal and economic issues

Note: These responsibilities are not exhaustive. From time to time it may be necessary to change the position requirements in response to the changing nature of our work environment, including technological requirements or statutory changes. Such change may be initiated as necessary by your manager or general manager and will be discussed with you.

Person Specification

Qualifications

- Undergraduate degree (or equivalent) in an analytical field e.g. Economics, Law, Finance, Engineering

Ability

Level

• Demonstrated conceptual thinking and problem solving	Strategic
• Demonstrated numerical ability	Expert
• Demonstrated research and analytical ability	Strategic
• Demonstrated verbal and written ability	Strategic
• Demonstrated ability to understand and apply legislation	Strategic
• Proven ability to apply leadership skills and to overcome technical issues	Expert

Experience

• Demonstrated experience in presenting information and advice	Strategic
• Demonstrated experience working in a project management framework or project team	Expert
• Demonstrated experience working within a project management framework	Sound
• Demonstrated experience managing internal and external relationships	Strategic
• Demonstrated experience working in a regulated sector	Strategic

Knowledge

• Proficient knowledge of economics, law, finance and/or accounting	Strategic
• Expert knowledge of the technical functions relating to regulated industries and knowledge of industry trends and developments	Strategic
• Knowledge of relevant legislation/legal frameworks enforced by the Commission	Strategic
• Knowledge of employment law and best practice	Basic
• Knowledge of the Commission's role and function	Strategic

Definitions

Basic

The job requires adeptness in a skill and experience in a variety of tasks. The skill may be related to specific activities that take time to acquire, extending beyond short term. (Typically 1-2 years related experience.)

Sound

The job requires highly relevant experience in a specific area of work, often involving specialised training in order to achieve competence. This is not short-term experience, but significant, longer-term experience, predominantly focused on acquiring specialist knowledge. (Typically 2-3 years related experience.)

Expert

The job requires experience of a broad nature, above that of a skilled person. Normally involves an awareness of work activities beyond the immediate job situation and the impact of the job on these activities. (Typically 3-5 years related experience.)

Strategic

The job requires highly relevant knowledge and experience, an understanding of immediate issues and long term effects of actions. This is a subject matter expert who can be focused on an organisation's goals as well as the specific short term issues. (Typically 5-10 years related experience.)