

The University of Waikato

Te Whare Wānanga o Waikato

POSITION DESCRIPTION

Associate Director Pou Mātauranga

Reports to:	AVC Academic Excellence
Division:	Deputy Vice Chancellor Academic (DVCA)
Tenure:	Continuing
Location:	Hamilton
Date:	August 2026

Vision

Ko te tangata

A research-intensive university providing a globally connected, innovative and inclusive student experience in an environment characterised by a commitment to diversity, respect for Indigenous knowledge, and high levels of community engagement.

Values

Ko te mana o Te Whare Wānanga o Waikato ka herea ki tō tātou:

- Tū ngātahi me te Māori
- Mahi pono
- Whakanui i ngā huarahi hou
- Whakarewa i te hiringa i te mahara

The University of Waikato places a high value on:

- Partnership with Māori
- Acting with integrity
- Celebrating diversity
- Promoting creativity

GENERAL

The Assistant Vice-Chancellor Academic Excellence (AVCAE) provides strategic leadership for academic quality, teaching excellence, curriculum coherence, and assessment integrity across the University.

POSITION PURPOSE

The Associate Director Pou Mātauranga, reporting to the AVCAE, works across academic contexts to inform direction, influence practice, and support change in line with Academic and wider University priorities. The role centres on translating the University Academic and Student Success Plan and Te Tiriti commitments into practical, discipline-relevant approaches to curriculum design and implementation, ensuring mātauranga Māori is meaningfully reflected in academic practices.

FUNCTIONAL RELATIONSHIPS

- Internal:**
- Assistant Vice Chancellor Academic Excellence (AVCAE)
 - Associate Director, Teaching Design & Innovation Studio (TDIS)
 - Māori staff networks and relevant Māori leadership groups across the University
 - Associate Deans Academic (ADA), Associate Deans Māori (ADM) and Heads of School (HoS)
 - Other University staff and committees relevant to the role
- External:**
- Peer institutions and senior Māori Education roles at other universities

KEY RESPONSIBILITIES

Leadership and Māori Academic Advise

- Provide Māori educational expertise, advice and leadership to the AVCAE.
- Contribute to planning and decision-making by ensuring Te Aō Māori perspectives, are considered across the AVCAE portfolio.
- Advise on the implications for Māori of academic policy, teaching practice, and curriculum change activity.

Teaching, Pedagogy, Assessment, and Curriculum Development

- Advance the use of bicultural curriculum design, including integration of Māori knowledge, perspectives, and approaches within academic programmes.
- Champion the development and implementation of mātauranga Māori-informed pedagogy across disciplines.
- Support academic staff to design and deliver learning experiences that are culturally responsive, inclusive and grounded in Te Tiriti principles.
- Advance the development of equitable and culturally responsive assessment practices, including bicultural approaches to assessment.
- Progress the development of guidelines and processes for marking assessments submitted in te reo Māori.
- Support initiatives that strengthen cultural capability and responsiveness among academic staff, particularly in relation to teaching and curriculum design.

Partnership and Collaboration

- Collaborate with colleagues in the Teaching Design and Innovation Studio (TDIS) to embed mātauranga Māori-informed practices at scale.
- Build and maintain effective relationships with ADA's, ADM's, HoS, and academic staff, to progress the embedding of mātauranga and Te Tiriti in curriculum across qualifications.
- Participate in engagement with Māori stakeholders, including mana whenua, iwi, hapū and communities, in line with University expectations.

People and Quality Assurance

- Contribute to a collaborative, practice-focused and values-driven culture.
- Ensure activities are undertaken in accordance with University policies, academic governance requirements, and quality assurance processes.
- Contribute to maintaining a safe and healthy work environments with University Health and Safety requirements.

PERFORMANCE STANDARDS

The Associate Director Pou Mātauranga will be performing satisfactorily when their guidance and direction helps progress the following being embedded in university-wide practice:

- Teaching practice, curriculum design and assessment increasingly reflect mātauranga Māori and Te Tiriti, across all disciplines.
- Academic staff capability and confidence in applying culturally responsive pedagogies and bicultural curriculum practices continues to grow.
- Assessment submission in te reo Māori is supported by robust, well-understood processes for students and staff.
- Academic practices are progressively aligned with University priorities and commitments to Māori and Te Tiriti o Waitangi.
- Collaboration with ADAs, ADMs, HoS's, academic leaders, and colleagues in TDIS to develop confidence to engage with mātauranga Māori and Te Tiriti as part of academic decision-making.

PERSON SPECIFICATION

EDUCATIONAL QUALIFICATIONS

- Postgraduate qualification (or equivalent experience) in a relevant field.

SKILLS, KNOWLEDGE, AND EXPERIENCE

Essential

- Significant experience providing Māori leadership, advice or practice support within a tertiary or comparable environment.
- Demonstrated experience supporting teaching, curriculum development or academic practice, ideally within higher education.
- Strong knowledge of mātauranga Māori, tikanga Māori and kaupapa Māori approaches, particularly in educational contexts.
- Demonstrated ability to support others to apply Te Tiriti principles in teaching, curriculum and assessment practice.
- Experience working effectively with academic leaders, staff and Māori communities.
- Strong relationship management, influencing and communication skills.
- Fluent in Te Reo Māori (written and oral).

Preferred

- Experience working in academic development, curriculum design or teaching and learning support functions.
- Experience contributing to student success or equity-focused initiatives.

PERSONAL QUALITIES

- Inclusive, visible and collaborative leadership style that values diversity of thought and experience.
- Strategic and solutions focused thinker who translates vision into effective action and credible influence.
- Adaptable, resilient and motivated to foster continuous improvement, cultural integrity and equitable outcomes.
- Demonstrated integrity, professionalism and sound judgement in decision-making.
- Committed to upholding the University's values and fostering a positive, respectful and culturally safe environment.
- Commitment to diversity principles and the University's partnership with Māori as intended by the Treaty of Waitangi.