

Head of Digital

Kaupapa | Purpose

Lead the development and execution of digital transformation initiatives that enable innovative, future-ready services across education and enabling functions. Working closely with the executive and senior leadership teams, understand and influence genuine enabling digital provision that improves the effectiveness and efficiency of Toi Ohomai.

The Head of Digital leads the enhancement of digital capability, improving user experience, and driving strategic change that supports the institute's vision and priorities. As part of the senior leadership team, the Head of Digital works collaboratively across all functions to deliver integrated, learner-centred digital solutions. The role champions service excellence, fosters innovation, and ensures that digital delivery is aligned with organisational goals and responsive to the needs of kaimahi, ākonga, and the wider community.

Reports to: Executive Director Finance and Infrastructure

Team: Digital

Remuneration: \$145,700 - \$182,000 (Fixed Remuneration excluding KiwiSaver)

Ārahi | Lead

Hold responsibility for leading digital transformation, including enterprise IT systems, service innovation, and the alignment of technology solutions with organisational goals to enable high-quality, learner-centred outcomes.

Provide values-based leadership to the Digital team to deliver future-ready services that are innovative, inclusive and aligned with the institute's strategic direction. Ensure the wellbeing, productivity, performance, and development of the Digital team. Growing kaimahi to contribute to the continuous quality improvement of Toi Ohomai.

Contribute strategic thought leadership in digital transformation, enterprise technology, and service innovation, staying abreast of industry trends, fostering innovation, and driving the development and implementation of continuous improvement.

Hold oversight of the Digital budget ensuring sound management and forecasting in partnership with finance for the delivery of required outcomes including (but not limited to) full utilisation of resources.

Demonstrate visibility and engagement across Toi Ohomai activities.

Collaborate with other Toi Ohomai senior leaders contributing to the overall leadership of the organisation and ensuring leadership and delivery is connected and aligned.

Ngā mahi | Do

Provide strategic leadership in digital transformation by developing and executing a future-focused digital strategy that enables innovative, accessible, and high-impact digital services across the institute.

Lead the delivery of technology-enabled change by overseeing the design, integration, and optimisation of digital systems and platforms that support educational excellence, operational efficiency, and user-centred experiences.

Build and empower a high-performing digital team that champions service innovation, continuous improvement, and collaborative ways of working. Provide clear direction, professional development, and support to ensure the team delivers impactful digital solutions.

Partner across the organisation and with external stakeholders to co-design and deliver digital solutions that are responsive to ākonga, kaimahi, and community needs.

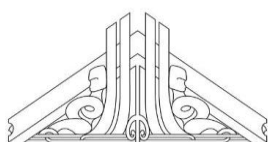
Champion operational excellence through best practices in digital governance, service delivery, and performance measurement. Ensure effective budget and resource management to support sustainable and scalable transformation.

Demonstrate commitment to:

Ākonga at the center through ensuring positive outcomes for ākonga in all aspects of their learning journey.

Te Tiriti o Waitangi and Māori Success by positively championing and contributing to the success of partnerships with Iwi, Hapū and Mana Whenua, honoring Te Tiriti o Waitangi to uplift Māori success.

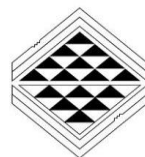
Equity by identifying and removing barriers to participation and achievement, and fostering inclusive, culturally responsive environments where all ākonga and kaimahi can thrive.



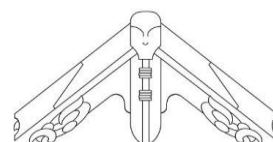
WHANAUNGATANGA



TOITUTANGA



MANAAKITANGA



KOTAHITANGA

Vocational Education Excellence through building responsive provision and services to meet the needs of ākonga, and stakeholders and to enable future sustainability.

Pūkenga | Have

Minimum Level 7 qualification (bachelor's degree) in Information Technology or a related field, or an equivalent body of knowledge gained through relevant professional experience.

Significant experience in the IT sector, preferably within a tertiary or higher education environment.

Proven ability to interpret complex ideas and user needs and translate them into effective digital solutions. Strong communication, collaboration, and engagement skills, with the ability to work confidently across technical and non-technical teams.

Evidence of ongoing professional development that enhances knowledge and practice relevant to the position

Experience in leading and advocating the use of te reo Māori, tikanga and mātauranga Māori in the workplace

Experience in leading and advocating the use of te reo Māori, tikanga and mātauranga Māori in the workplace

Demonstrated practice in advocating, supporting and leading approaches that promote equity and prioritise the needs of priority groups.

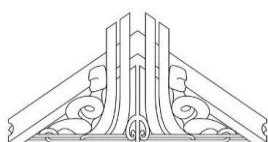
Waiaro | Be

At Toi Ohomai, Toiohomaitanga describes our way of doing and being. It reflects how we care for each other, work together, and uphold our shared purpose. These behaviours apply to all kaimahi, with expectations scaled to the nature and level of each role. They guide how we show up in our mahi, contribute to our collective success, and reflect our commitment to Ā mātou uara | Our values in everyday practice.

Ako: Demonstrates curiosity and a commitment to continuous learning. Applies new knowledge to improve practice and outcomes and actively contributes to a culture of shared growth. This supports toitūtanga by sustaining excellence and adaptability over time.

Authentic and Inclusive: Fosters inclusive environments where people feel safe, respected, and able to be themselves. Actively includes diverse perspectives, addresses inequities, and supports others to thrive. These behaviours reflect manaakitanga through care, generosity, and upholding the dignity of all.

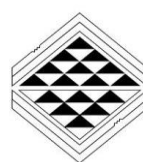
Connected: Builds and maintains strong, trusting relationships across teams and communities. Fosters cross-functional collaboration by sharing knowledge, aligning efforts, and supporting others to achieve shared goals. Communicates with empathy and respect, contributing to a shared sense of purpose. This strengthens whanaungatanga by nurturing meaningful connections and collective wellbeing.



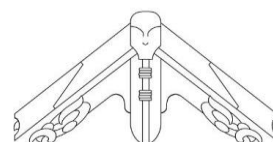
WHANAUNGATANGA



TOITUTANGA



MANAAKITANGA



KOTAHITANGA

Innovative and impactful: Identifies opportunities to improve and applies evidence, creativity, and courage to drive meaningful change. Uses data and insights to inform decisions, challenge the status quo, and focus on outcomes that matter for ākongā, kaimahi, and communities. These behaviours reflect kotahitanga, recognising that lasting improvement is strengthened through collaboration and shared purpose.

Engaged: Actively participates in Toi Ohomai initiatives that advance our vision. Shares knowledge, supports others, and contributes to a positive, forward-focused culture. This is how we can live kotahitanga, working together with unity and purpose.

Self-aware: Demonstrates humility, reflection, and openness to feedback. Understands the impact of their actions and takes responsibility for creating conditions where others can thrive. This reflects toitūtanga through thoughtful and courageous practice that supports respectful relationships and sustainable ways of working.

Ngā Hononga Mahi | Working relationships

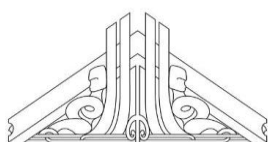
Internal: Executive Leadership Team, Leadership Team, Managers, all kaimahi

External: Industry Representatives. Government Departments, Other ITPs, training providers, universities, schools, Strategic partners, Iwi, Community organisations, Partners, vendors, suppliers and external information services providers, Contractors and consultants

Resource delegations and responsibilities:

Financial: As per delegated authorities

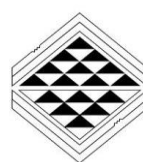
People: 15-20 Direct and Indirect reports



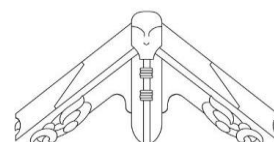
WHANAUNGATANGA



TOITUTANGA



MANAAKITANGA



KOTAHITANGA