

Policy Manager

Wellington, fixed term 12 months, full-time

- A great opportunity for an experienced policy manager to lead in a delivery focused environment that will make a difference in the lives of women and girls.
- Lead high quality policy advice to the government and build partnerships to achieve outcomes for wāhine women and kōtiro girls.
- Build a high-performing team and elevate our policy capability.

[Mō Manatū Wāhine | About Manatū Wāhine](#)

Manatū Wāhine Ministry for Women is the Government's principal advisor on improving the lives of wāhine women and kōtiro girls in Aotearoa New Zealand. We provide system leadership, working across government and with stakeholders to improve outcomes for wāhine women and kōtiro girls.

Our people are crucial to achieving the strategic outcomes we are seeking. We are looking for capable mid to senior policy professionals with a great work attitude to join our team and help us deliver for wāhine women.

We value our Ko wai mātou (ways of working) which reflect who we are and what's important to us; they guide and influence how we work as individuals, as teams and as one Ministry to achieve the best outcomes for those we serve.


Our Ko wai mātou are:

- Kia Māia – we are brave and courageous in all we do.
- Tuia mai – we embrace and support wāhine from all communities.
- Whakamanawa – we lead with heart to achieve the best outcomes for wāhine.

[Mō tēnei tūranga mahi | About this role](#)

The Policy Manager role sits at the heart of the Ministry for Women's policy function. It is responsible for leading one of the two policy teams to deliver high-quality advice and initiatives to achieve our four strategic priorities:

- **Economic empowerment:** ensuring all women and girls have economic security and independence, supporting them to thrive.
- **Representation and leadership:** building meaningful participation for women and girls at every level of society.
- **Safety:** supporting women and girls to be safe from all forms of violence.

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- **Wellbeing:** supporting women and girls to have good health and wellbeing.

The policy manager will also be responsible for leading work, in collaboration with the leadership team and kaimahi, to lift policy quality and capability across the Ministry.

Ko koe tēnei | About you

We are seeking an experienced policy and/or operational policy manager. To be successful in this role, you will bring:

- Strong people-centred leadership, with the ability to build high-performing teams and manage performance.
- Ability to shape, lead and drive the policy programme.
- Expertise in policy processes, including using effective commissioning and management techniques to deliver high-quality policy products.
- Excellent writing skills.
- Ability to lift policy capability, especially writing for Ministers.
- Strong stakeholder engagement skills.
- Understanding of the strategic, current policy agenda and priorities.

You will also have a sound understanding of Te Tiriti o Waitangi and be able to apply this within the work that you do.

Me pēhea te tuku tono | How to apply

The salary range for the Policy Manager is \$140,000 to \$200,000. The full position description and application form are on the [Manatū Wāhine website](#).

To apply, send your completed application form, a cover letter outlining why you are interested in the role, and your CV highlighting relevant skills, knowledge and experience to the Chief People Officer, via recruitment@women.govt.nz. Applications close at **5:00pm Wednesday 30 July 2025**.

We are committed to providing a working environment that values inclusion, diversity and accessibility. We embrace the unique perspective and capabilities of our current and future employees, which will help us to improve outcomes for wāhine women and kōtiro girls. If you have any support or access requirements, we encourage you to tell us when you apply so that we can assist you through the recruitment process.