

Policy Manager

- A great opportunity for an experienced Policy Manager and people leader.
- Lead high-quality policy advice, build partnerships and deliver initiatives to make a difference for women and girls.
- Permanent, full-time role based in Wellington.

Mō Manatū Wāhine | About Manatū Wāhine

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

Our people are crucial to achieving the strategic outcomes we are seeking. 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

As the Policy Manager, you will sit at the heart of the Ministry for Women's policy function. You'll be responsible for leading a small team of dedicated policy professionals and work in collaboration with the leadership team to deliver high-quality advice and initiatives across 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.
- **Wellbeing:** supporting women and girls to have good health and wellbeing.

You will also be responsible for leading the work to lift policy quality and capability across the Ministry and drive continuous improvement within the policy space. This is a great opportunity to undertake meaningful work that makes a tangible difference.

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.

- Demonstrated ability to shape, lead and drive the policy programme.
- Expertise in policy processes, including using effective commissioning and management techniques to deliver results.
- Ability to lift policy capability, especially writing for Ministers – knows what great looks like and how to coach staff to build their skills.
- Strong stakeholder engagement skills.
- Understanding of the strategic context, current policy agenda and priorities.

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

Me pēhea te tuku tono | How to apply

The salary range for the Policy Manager is \$150,000 - \$185,000 - \$220,000. 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 19 November 2025**.

Applications made via Seek quick apply cannot be accepted.

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 women and 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.