Environmental Lead

North Island

Team:	Environment Team	**Location:**	Auckland, Hamilton, or Wellington
Reports to:	General Manager Environment		
Role Type:	Permanent, Full Time		

About Us

KiwiRail's Role in Aotearoa, New Zealand

KiwiRail, a proud State-Owned Enterprise, delivers sustainable and inclusive growth for our customers, communities, and people.

For more than 150 years, rail in New Zealand has connected communities, delivered freight and passengers around the country, and showcased our spectacular scenery to the world. Our purpose—Hononga Whaikaha, Oranga mo Aotearoa (Stronger Connections, Better New Zealand)—speaks to connection with our customers and the future needs of their businesses, connection with the communities we serve and operate in, and connection with each other. KiwiRail is carrying this legacy into the future, delivering connected rail and shipping transport services that create economic, social, and environmental value for New Zealand and New Zealanders.

Our Workplace

At KiwiRail, our values define the behaviour we expect from everyone. We have a team of over 4500 people, and every connection we make with each other, our union partners, our customers and all our stakeholders must be of the highest standard.



Safety, health, and well-being are our number one priority, ensuring our people return home safe and healthy every day.

About the Role

Purpose of the role

The North Island Environmental Lead provides environmental leadership across KiwiRail's North Island operations, projects and sites. This is a senior role that must work with all KiwiRail Business Units and Support Functions to identify and manage environmental risk, meet legal and consent obligations, and apply practical controls that avoid or minimise environmental effects.

The role provides line management for the North Island Environmental Advisors. They will have day to day responsibility for work allocation for the Environmental Advisors, and provides supervision, technical oversight, and quality management of the Advisors work. The career development of the North Island Environmental Advisors is a key aspect of this role.

The North Island Lead coordinates environmental assurance and responses to significant incidents and non-compliances, ensuring that assurance and response activities are entered into and/or recorded in KiwiRail incident and compliance management systems, with investigations and follow up actions completed as required, and communication of key lessons learned that can benefit the Business. They will assist the General Manager in socialising, developing, and delivering fit for purpose environmental policies, principles, standards, and guidance tools; and ensuring continuous improvement of these tools. A significant aspect of the role will be to support the development and implementation of KiwiRail's enterprise-wide Environmental Management System aligned with ISO 14001. Data and information management systems maintenance, and contribution to new and / or improved data and information management initiatives is an important aspect of the role.

The role is responsible for building environmental awareness and capability, and providing environmental education across the business. The North Island Lead must build and maintain effective relationships both internally across all KiwiRail Business Units and Support Functions, as well as externally with regulators, mana whenua, and other key stakeholders.

Key Accountabilities

Within the area of responsibility, this role has the following key accountabilities:

- Manage KiwiRail's environmental risks and compliance responsibilities
- Collaborate and partner effectively with the wider business to make sound, timely, and practical environmental decisions
- Create new and manage existing relationships both internally and externally to support best practice environmental management
- Lead and develop the Lower North Island Environmental team

Key challenges

- Consistently applying KiwiRail's Environmental Management System and compliance practices across diverse operations, projects and locations.
- Influencing internal stakeholders to deliver projects and day-to-day operations in an environmentally compliant manner.
- Building effective partnerships with regulators, mana whenua, and other stakeholders within a delivery-focused environment.
- Balancing operational demands with environmental oversight, sustainable practices and environmental opportunities.

Key Relationships

Key Relationships Here are the key relationships relevant to this role		Manage /Lead	Deliver to	Collaborate with	Advise or inform
Internal	Environmental Team	✓	✓	✓	✓
	Engineering Team		✓	✓	✓
	Regional and Metros maintenance and renewal teams		✓	✓	✓
	Capital and Project Delivery Teams		✓	✓	✓
	Project Delivery teams		✓	✓	✓
	Operations		✓	✓	✓
	Rolling Stock		✓	✓	✓
	Property Team		✓	✓	✓
	Health, Safety and Wellbeing Team			✓	✓
	RMA Team			✓	✓
	Sustainability Team			✓	✓
	Maori Relations Team			✓	✓
	Legal Team			✓	✓
External	Community groups, conservation organisations, other stakeholders			✓	✓
	Contractors and Environmental Consultants			✓	✓
	Councils, Heritage NZ, Department of Conservation		✓	✓	✓
	Mana Whenua and Iwi Representatives			✓	✓

What you will do to contribute

Safety, Health and Wellbeing	• Implement safety procedures and ensure team compliance • Analyse workplace risks and develop mitigation strategies • Promote a culture of safety and wellbeing within your team • Respond effectively to safety incidents and near-misses • Support team members' physical and mental health

Environmental Compliance	• Monitor, investigate and report on environmental incidents and non-compliances, ensuring reasonable corrective actions are developed and implemented. • Ensure compliance with environmental legislation, regulations, and best practice to maintain environmental compliance. • Promote, direct, and undertake environmental audits, and control verifications; complete reporting to assess compliance with regulatory and internal standards. • Collaborate with the Legal team to interpret regulatory requirements and manage interactions with regulatory bodies. • Allocate environmental resources according to risk and business priorities, taking a hands-on approach where required. • Lead and coordinate responses to significant environmental incidents and potential consent non-compliances, including investigation, corrective actions, regulator reporting and communication of lessons learnt. • Oversee environmental inspections and audits, and ensure corrective actions are assigned, tracked and completed. • Ensure environmental incidents, compliance information and actions are accurately recorded and reported through KiwiRail systems. • Provide clear compliance and risk reporting to the General Manager Environment, Business Units and senior management.
High Performing Teams Skills	• Provide safety, health, wellbeing and environmental leadership within the Environment team and across the business demonstrating a daily commitment to the KiwiRail value of Care and Protect. • Strong interpersonal skills to build relationships across KiwiRail in support of achieving high levels of environmental performance. • Demonstrate a commitment to the KiwiRail value of One Winning Team by working collaboratively with Business Units, Support Functions and project teams including external suppliers, to identify environmental risks and implement practical, proportionate controls in line with KiwiRail and regulatory environmental management requirements. • Set clear performance standards aligned with KiwiRail's goals • Identify opportunities for training and development in environmental management, both of Environment team members and the wider business • Lead the North Island Environmental Advisors, including work allocation, prioritisation, quality oversight, coaching, performance support and career development. • Foster an inclusive, collaborative and productive team culture with clear expectations and accountability.
Commercial Acumen	• Plan and monitor resource allocation to achieve team objectives • Consider financial implications when making recommendations • Understand and comply with procurement guidelines • Work with suppliers to ensure quality outcomes • Recognise how financial decisions impact KiwiRail's overall position

	• Manage consultants and contractors to ensure environmental deliverables are met within budget and timeframes.
Governance	• Follow governance frameworks and systems • Identify and address governance issues early
Risk Management	• Develop, implement, and continuously improve fit-for-purpose risk assessment and management tools • Identify and forecast risks, issues, and opportunities in projects • Contribute to the development and implementation of an enterprise-wide EMS • Make timely, risk-based and collaborative decisions on environmental compliance, incident response, resource priorities and stakeholder engagement, escalating significant risks and legal implications where appropriate.
Business Partnering and Capability	• Provide practical environmental advice to Business Units and project teams, including review and development of environmental management plans, risk assessments and controls. • Identify environmental capability needs and coordinate training, toolbox talks, guidance and communications that improve awareness and practice. • Work collaboratively with Safety, Health and Wellbeing, RMA Planning, Legal, Sustainability, Māori Relations and other support functions. • Establish and maintain effective relationships with North Island councils and other regulators, particularly staff responsible for enforcement, monitoring and compliance. • Work appropriately with the Māori Relations team in engagement with mana whenua, and maintain relationships with relevant agencies and stakeholders including Waka Kotahi, the Department of Conservation, and Heritage New Zealand.

Decision Making

The position is accountable for decisions regarding environmental compliance and risk management across the North Island.

Key decision-making requirements of the position include:

- Prioritisation decisions relating to Environmental team work and resources to meet the compliance and risk management requirements of KiwiRail
- Collaboratively decide with the Business Unit on the immediate actions and long-term corrective measures following environmental incidents
- Stakeholder engagement decisions
- Staff management responsibilities
- Contribute to the creation of Environment team budgets, and budget allocation and spending decisions

Human Resources Delegations	As per the HR Delegations Policy
Direct reports	1-2

Finance Delegations	$10,000
Budget (operating and capital)	Nil
Travel Delegations	As per travel policy
Statutory powers	Nil

Physical demands and the nature of work

This role is physically demanding and requires:

- Physical ability to undertake site visits
- Proactive equipment usage including safety boots, hard hats, eye protection etc
- Prolonged sitting and high computer usage
- Limited walking, standing, twisting, bending (at the waist), crouching (bend knee)
- Carrying of laptop and paperwork when alternating between home and office
- Limited lifting of up to 7 kg archive boxes

Your role will require regular travel to KiwiRail locations across the North Island, including occasional overnight stays. Frequency and duration of travel is typically 1 – 2 days per month, but can vary.

Your role may include other tasks suited to your level, as your manager directs. This job description shows your current duties. We'll review and update it with you if your responsibilities change.

About you

Knowledge and experience

- 10+ years of experience in environmental compliance, risk management or a comparable senior environmental role including significant experience managing people.
- Strong knowledge of New Zealand environmental legislation and experience working with regulatory authorities.
- Experience engaging with mana whenua and incorporating environmental and cultural values into project delivery.
- Experience conducting audits, reviewing environmental management plans and leading responses to environmental incidents.
- Demonstrated ability to build relationships and influence technical, operational and project teams.
- Experience leading, coaching or developing environmental professionals.

Ways of working / Work-related qualities

- Communicates clearly and effectively at all organisational levels.
- Works collaboratively and influences others to achieve environmental outcomes.
- Proactively identifies risks, issues and practical solutions.
- Promotes an inclusive environment that respects diverse and cultural perspectives, particularly those of mana whenua.
- You approach challenges with a problem-solving mindset and seek sustainable solutions.

Other Requirements

- Able to meet KiwiRail's drug and alcohol screening requirements.
- Current and valid New Zealand Driver License.
- Able to travel to KiwiRail sites as required.

Qualifications

- Relevant tertiary qualification in Environmental Science, Environmental Engineering, Resource Management, or a related field.

