



Senior Sustainability Advisor

Position Description

Team:	Sustainability	Location:	Millennium Centre Ellerslie, Auckland
Reports to:	Sustainability Manager		
Role Type:	Fixed term		

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

KiwiRail is in a phase of significant transformation to modernise and grow our rail and Interislander ferry services in Aotearoa.

The Senior Sustainability Advisor leads and grows KiwiRail's capability to deliver sustainable outcomes aligned with our Rautaki Whakauka Sustainability Strategy. The role provides expert sustainability advice across operations, infrastructure, and capital projects, embedding sustainability into systems, processes, and decision-making to drive environmental, social, and economic value.

Key focus areas include climate resilience and adaptation, carbon reduction, modern slavery, customer engagement, while contributing to continuous improvement and organisational capability uplift.

Key Accountabilities

Within the area of responsibility, this role is required to:

- Build organisational capability and awareness to embed sustainability across KiwiRail.
- Lead delivery of climate resilience workstream, including chairing internal climate resilience forums
- Oversee and deliver actions from KiwiRail's Adaptation Plan, such as developing an adaptation monitoring framework and Dynamic Adaptative Pathway Planning projects.
- Integrate sustainability into business planning and processes, including strategy, value chain engagement, decision-making, and change processes.
- Provide expert sustainability advice across capital project lifecycle stages to achieve strong environmental and social outcomes, including through engagement with suppliers
- Lead identification, assessment, and implementation of sustainability initiatives and opportunities i.e. development and delivery of Modern Slavery workstream
- Enhance customer and stakeholder awareness of KiwiRail's sustainability proposition, including through material preparation, presentations and completion of customer sustainability assessments.
- Coordinate, monitor, and report on sustainability performance, supporting delivery of the Sustainability Strategy.
- Develop and manage strong relationships with key business leaders, customers, suppliers, and stakeholders to ensure delivery of sustainability requirements.

Key challenges

- Embedding sustainability consistently across a large and complex organisation
- Influencing stakeholders and driving behavioural and process change
- Balancing operational, environmental, and commercial priorities

Key Relationships Here are the key relationships relevant to this role		Manage /Lead	Deliver to	Collaborate with	Advise or inform
Internal	Customer & Growth, Infrastructure, and CPAD teams		✓	✓	✓
	Finance, Legal, Communications and Procurement teams		✓	✓	✓
	Senior management and project teams		✓	✓	✓
External	Industry bodies and sustainability networks			✓	✓
	Government agencies and departments		✓		✓
	Suppliers and professional service providers			✓	✓

What you will do to contribute

Health Safety 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

Customer Focus

- Provide a positive customer experience
- Support a customer-focused culture at KiwiRail
- Know our services well and explain them to customers
- Respond quickly to customer needs
- Develop solutions to meet customer requirements
- Solve complex customer issues
- Work with colleagues to improve customer outcomes

High Performing Teams Skills

- Set clear performance standards aligned with KiwiRail's goal
- Build a supportive and cooperative team environment
- Provide timely and constructive feedback
- Actively seek diverse perspectives in problem-solving
- Identify opportunities for coaching and mentoring

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
- Ensure that all activity supports a customer-led strategy, drives innovation and growth and delivers the right outcomes for KiwiRail.

Sustainability	<ul style="list-style-type: none"> • Develop and implement sustainability frameworks and processes • Integrate sustainability into project and operational systems • Monitor and report on sustainability performance
Strategy & Risk	<ul style="list-style-type: none"> • Identify climate risks and sustainability opportunities, and integration into core business practices • Support delivery of sustainability strategy and initiatives

Decision Making

The position is accountable for decisions regarding project objectives and for the provision of advice to project teams and relevant stakeholders.

Key decision-making requirements of the position include:

- Provide expert advice on sustainability matters across projects and operations
- Influence project planning, delivery, and sustainability outcomes
- Integration and delivery of sustainability initiatives

Human Resources Delegations	Nil
Direct reports	Nil
Finance Delegations	Nil
Budget (operating and capital)	Nil
Travel Delegations	Nil
Statutory powers	Nil

Physical demands and the nature of work

This role is administration-based and requires:

- 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
- Occasional construction site visits, which will require walking on rough ground and a full driver's license

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

- 5+ years' experience in sustainability strategy and delivery
- Experience implementing sustainability frameworks and systems
- Experience working across large, complex organisations
- Strong project management capability
- Experience engaging with senior stakeholders
- Experience working on climate resilience and adaptation, natural hazards and/or emergency management

Ways of working / Work-related qualities

- Strong influencing and relationship-building skills
- Excellent communication and writing ability
- Critical thinking and problem-solving capability
- Collaborative and adaptable approach

Other Requirements

- Ability to build relationships across all organisational levels
- Commitment to safety and wellbeing

Qualifications

You need either:

- Tertiary qualification in sustainability, environmental science, geography, engineering, or related field

or

Desirable

- Postgraduate qualification
- ISAP certification or Infrastructure Sustainability experience
- Green Star / NZGBC experience
- Experience in rail, marine, or infrastructure sectors

**CREATING
STRONGER
CONNECTIONS**

The KiwiRail logo is displayed on an orange background. It features the word "KiwiRail" in a bold, sans-serif font, followed by a stylized graphic of a kiwi bird's tail feathers.