

Information Services Manager

Shape the digital future of the Kawerau District.

Kawerau District Council is looking for a forward-thinking Information Services Manager to lead our IT operations into a new era of security, efficiency, and digital innovation. Reporting to the Group Manager, Finance & Corporate Services, you will be the strategic and operational heartbeat of our technology environment.

In this role, you aren't just "managing the servers"—you are the guardian of our data and the architect of our digital resilience. You will lead a small, agile team (with one direct report) to support approximately 100 users, ensuring our community services are backed by robust, modern infrastructure. The role is a full-time, permanent role of 40 hours per week.

The Role: Strategic Leadership & Operational Excellence

As the IS Manager, you will balance high-level governance with "sleeves-rolled-up" technical delivery. Your core focus areas will include:

- **Cyber Security & Risk Management:** Designing and implementing a robust cyber security framework to protect Council data against evolving threats.
- **IT Governance:** Developing policies, disaster recovery plans, and long-term digital roadmaps that align with local government standards and best practices.
- **Infrastructure Management:** Overseeing the health of our physical and cloud-based systems, ensuring 24/7 operational efficiency.
- **Strategic Partnerships:** Managing critical relationships with external vendors, contractors, and neighboring councils to drive shared services and innovation.
- **Internal Consultancy:** Acting as a trusted advisor to departments across the Council, translating complex technical concepts into plain English for non-technical stakeholders.

The Person: Tech-Savvy & People-Centric

We are looking for a modern IT leader who understands that technology is a tool to serve people. You will bring:

- **Experience:** At least 5 years of professional experience in IT Operations, with a proven track record in a management or lead role.
- **Governance Expertise:** A strong understanding of ITIL frameworks, cyber security standards (such as NZISM or NIST), and data privacy requirements.
- **Technical Agility:** Proficiency in Microsoft 365 environments, system management tools, and modern infrastructure (cloud/hybrid).
- **Communication:** Exceptional "plain English" communication skills and the ability to build rapport with staff at all levels.

- Qualifications: A tertiary qualification in IT, Computer Science, or a related field is highly desirable.

Requirements & Compliance

- Eligibility: Must be legally entitled to work in New Zealand.
- Licensing: A current NZ Class 1 Driver's Licence is required.
- Safety & Integrity: As part of our commitment to a safe workplace, candidates must undergo pre-employment medical testing (including drug and alcohol) and Police vetting.

The Position Description and Application Forms are available from our website:

<https://www.kaweraudc.govt.nz/about-council/careers/vacancies>

Email your Cover Letter, CV and Application Form to: vacancy@kaweraudc.govt.nz

Applications close 5pm on 16 January 2026.

Please note that applications received during the Christmas/New Year period will be responded to after 12 January 2026.

Why Kawerau?

Kawerau offers a unique lifestyle in the heart of the Bay of Plenty. This is a full-time, permanent position (40 hours per week) that offers the chance to make a tangible impact on a tight-knit community while enjoying the great outdoors on your doorstep.



M Godfery
Chief Executive Officer

Seek Job Summary:

- Full time management role covering information services and IT
- Small enough for work/life balance, large enough to keep you challenged
- Great combination of strategy and functional/operational work

Ready to lead our digital evolution? Apply today to join a Council that values innovation, integrity, and community.

