**Position Profile**

**Ngarimu VC and 28th (Māori) Battalion Memorial Scholarship Fund Board Members**

*Māori Battalion march to victory*

*Māori Battalion staunch and true*

*Māori Battalion march to glory*

*Take the honour of the people with you.*

**Introduction**

The Ngarimu VC and 28th (Māori) Memorial Scholarship Fund was established after World War II to commemorate the services of Māori in that war. The Fund was set up to particularly recognise:

* the 28th Māori Battalion; and
* Second Lieutenant Te Moananui a Kiwa Ngarimu, the first Māori to receive the Victoria Cross

The Ngarimu VC and 28th (Māori) Memorial Scholarship Fund Board ("Board") is responsible for administering the Fund in accordance with the Ngarimu VC & 28th (Māori) Battalion Memorial Scholarship Fund Act 1945 (''Act"). The purpose of the Act is to grant assistance to Māori in education, and/or promote the study and encourage the maintenance of te Reo, and of Māori history, tradition and culture. The Board is a public entity funded by an annual appropriation through Vote Tertiary Education.

**Ngarimu VC and 28th (Māori) Battalion Memorial Scholarship Fund Board**

There are 15 members on the Board including both statutory appointments and Governor-General appointments. The statutory appointments include the Minister of Education (Board Chair), the Minister of Māori Development, Members of Parliament that represent the six Māori Electorates and the Secretary for Education. The remaining members of the Board are Governor-General appointees representing the following groups:

* Up to four people to represent each of the companies that make up the 28th Māori Battalion (A, B, C and D Company);
* One Past Scholarship Recipient representative; and
* One Māori person nominated by descendants of Hamuera and Maraea Ngarimu.

**Position Purpose**

Members will be responsible for assisting the Board Chair in carrying out the primary functions of the Board.

Members will also be required to serve on sub-committees delegated with powers to exercise any of the Board's functions, duties or powers. These sub-committees include the scholarship evaluation panels.

In carrying out its functions and duties, the Board must ensure that it:

* has a clear understanding of its own role, and that of government officials assigned to the Board Secretariat;
* is well informed about the fund it administers and its legislation;
* does not act outside its powers and functions and only delegates activities responsibly and as permitted by law;
* takes appropriate advice; and
* reviews its own performance.

**Board Member Profile**

A member of the Board will be expected to possess all or most of the following:

* Whakapapa to the relevant Company (for Company representatives)
* a high degree of familiarity with the Battalion and Company accomplishments
* commitment to Māori achievement in education
* knowledge of Māori language and protocols
* experience on other governance boards.

Other attributes:

* strong relationship management skills
* ability to build and maintain effective professional working relationships;
* well-developed written and oral communication skills; and
* ability to work effectively and cooperatively with all Board members
* integrity and a strong sense of ethics.

A background in the NZDF, or in vocational education, is of interest but not required.

**Key Accountabilities**

A member of the Board will be directly accountable for the following:

* *Stakeholder Management*: Maintenance of effective relationships with key stakeholders including the Responsible Minister, to support the development and direction of Māori in education;
* *Executive Management*: Establishing an effective working relationship with the Ministry of Education Secretariat; and providing input into evaluating the effectiveness of the assistance provided to Māori students through the scholarships;
* *Sub-committee Participation*: Participating effectively in sub-committee work relevant to the business of the Board.