

# About Disabled Persons Assembly (New Zealand) Incorporated

We work on systemic change for the equity of disabled people

Disabled Persons Assembly NZ (DPA) is a not-for-profit pan-impairment Disabled People’s Organisation (DPO) run by and for disabled people.

We recognise:

* Māori as Tangata Whenua and [Te Tiriti o Waitangi](https://www.archives.govt.nz/discover-our-stories/the-treaty-of-waitangi) (<https://tinyurl.com/3dm6yj38>) as the founding document of Aotearoa New Zealand;
* disabled people as experts on their own lives;
* the [Social Model of Disability](https://www.odi.govt.nz/guidance-and-resources/guidance-for-policy-makes/) (<https://tinyurl.com/yekvr6ps>) as the guiding principle for understanding disability and impairment;
* the [United Nations Convention on the Rights of Persons with Disabilities](https://www.un.org/development/desa/disabilities/convention-on-the-rights-of-persons-with-disabilities.html) (<https://tinyurl.com/26n5k9pa>) as the basis for disabled people’s relationship with the State;
* the [New Zealand Disability Strategy](https://www.odi.govt.nz/nz-disability-strategy/) (<https://tinyurl.com/yfvcrnt2>) as Government agencies’ guide on disability issues; and
* the [Enabling Good Lives Principles](https://www.enablinggoodlives.co.nz/about-egl/egl-approach/principles/) (<https://tinyurl.com/3f39w88v>), [Whāia Te Ao Mārama: Māori Disability Action Plan](https://www.health.govt.nz/publication/whaia-te-ao-marama-2018-2022-maori-disability-action-plan) (<https://tinyurl.com/mu38wzt>), and [Faiva Ora: National Pasifika Disability Plan](https://www.moh.govt.nz/notebook/nbbooks.nsf/0/5E544A3A23BEAECDCC2580FE007F7518/$file/faiva-ora-2016-2021-national-pasifika-disability-plan-feb17.pdf) (<https://tinyurl.com/25bd2ft9>) as avenues to disabled people gaining greater choice and control over their lives and supports.

We drive systemic change through:

**Leadership:** reflecting the collective voice of disabled people, locally, nationally and internationally.

**Information and advice:** informing and advising on policies impacting on the lives of disabled people.

**Advocacy:** supporting disabled people to have a voice, including a collective voice, in society.

**Monitoring:** monitoring and giving feedback on existing laws, policies and practices about and relevant to disabled people.

# Position Description

**Title:** Chief Executive

**Reports to:** National Executive Committee (NEC) through the National President

**Location:** Flexible within New Zealand

# Purpose of the Position

The Chief Executive provides leadership for all operational aspects of DPA’s purpose of working on systemic change for the equity of disabled people. The CE is responsible for leading the implementation of DPA’s strategic plan as set by the National Executive Committee and for effective operational and financial management of the organisation.

# Knowledge and Experience

An extensive knowledge of the disabled community at a local, regional, national level, and some knowledge at an international level.

Proven understanding, commitment, and leadership experience in disability rights.

Demonstratable commitment to Te Tiriti o Waitangi.

Knowledge of the Human Rights Act, the Social Model of Disability, Enabling Good Lives Principles, Whāia te o Mārama, Faiva Ora, United Nations Convention on the Rights of Persons with Disabilities (UNCRPD), NZ Disability Strategy.

Knowledge of relevant legislation including employment and health and safety laws, and the Incorporated Societies and Charities Acts.

Qualifications in Management, Finance, IT, and/or Human Resources Management an advantage.

# Key Result Areas

## Strategy

* Leads the operationalisation of the strategic plan of the organisation.
* Supports the work of the DPA National Executive Committee (NEC) and ensures communication channels between NEC, DPA members, and staff are effective.
* Creates and oversees delivery of programmes and projects that support systemic change for the equity of disabled people.
* Applies analysis to the operations of the organisation to develop sound business responses that are in line with DPA’s priorities and are financially sustainable.

## Relationships

* Has excellent interpersonal skills and is able to meet the needs of diverse audiences.
* Values and makes space for people with diverse and intersecting identities.
* Maintains and expands connections and communication between tāngata whaikaha Māori, disabled people, the wider disability sector and allies to develop a strong effective united voice on disability issues.
* Effectively develops and manages relationships that enhance the work of DPA at regional, national and international levels.

## Operational

* Oversees the management of internal systems and processes and ensures they are effective and efficient in supporting the work of the organisation.
* Takes overall responsibility for the management of staff employment relationships.
* Maintains a collaborative, supportive, and accessible workplace environment.

## Financial

* Oversees the organisation's financial operations, ensuring adequate and sound funding to sustainably support the purpose, strategy, and sustainability of the organisation.
* Oversees the preparation and management of annual budgets of the organisation.
* Ensures accurate and up to date financial reporting to the finance subcommittee of the NEC.

## Leadership

* Models disabled leadership.
* Creates an organisational environment that mentors and supports the growth of disabled leadership, from staff through to the wider community.
* Is the public face of the organisation, representing DPA and its membership accurately in all interactions.
* Is reflective, inviting of feedback, and understands personal strengths and areas for development.

## Information and Advice

* Ensures that DPA provides a channel for information between disabled people and government.

## Advocacy

* Identifies and uses effective strategies for influencing change.
* Uses influence and negotiation skills to effect change.
* Can utilise media to promote change and elevate issues.

## Monitoring

* Stays abreast of existing and proposed laws, policies and practices relevant to tāngata whaikaha Māori, disabled people, and whānau.
* Understands the importance of research, data collection and analysis and can use this to create systemic change for the equity of disabled people.
* Oversees DPA’s role in supporting government, organisations, businesses and the public to recognise, understand and address barriers to equity.
* Ensures DPA’s contribution to the DPO Coalition’s work, in the context of article 4.3 of the UNCRPD, supporting government agencies to progress the Disability Action Plan.