

ROLE PROFILE – Head of Content Rights & Legal

DEPARTMENT	Content
ROLE REPORTS TO	Director of Content
REPORTING TO THIS ROLE	N/A
WORKING WITH THIS ROLE	Content Leadership Team, Director of Business Innovation
LIAISES WITH INTERNAL	Te Pae Urungi, Te Apārangi, all other content & production teams
LIAISES WITH EXTERNAL	Clients, vendors, third parties interests and stakeholders

BACKGROUND: MĀORI TELEVISION

Māori Television is New Zealand’s indigenous broadcaster, providing a wide range of local and international programmes for audiences across the country and online.

Our Vision

Māori language is a taonga (treasure) at the heart of Māori culture and New Zealand’s unique cultural identity. Our vision is for Māori Television to be "Te Kūaha ki te Ao Māori". Launched in 2004, Māori Television has two key long-term objectives:

- To significantly contribute to the revitalisation of the Māori language; and
- To be an independent Māori television service that is relevant, effective and widely accessible.

Outcomes Framework

We are working towards four outcomes:

1. More people value te reo me ngā tikanga Māori as part of our national identity. We will create, obtain and deliver content that enables people to value the Māori language and culture as a unique identity of Aotearoa. We will deliver content that supports people to use and learn the language, and celebrates the Māori culture. We want to reach out to as many people as possible, and we will have relationships with more people and partners so te reo Māori is heard and spoken throughout our communities.
2. More young people are excited about te reo Māori me ngā tikanga Māori. We will create, obtain and deliver content that excites young people about te ao Māori and inspires them to value and use te reo Māori me ngā tikanga Māori.
3. More people are engaged with high quality reo Māori and Māori content. We will create, obtain and deliver content that is well made and has a unique point of difference that will engage audiences and be available on various platforms. Our reo Māori content will be of high quality and will target audiences of different reo Māori abilities. We will produce content that provides Māori with an opportunity to learn more about their past to prepare them for their future.

4. Our organisation inspires the revitalisation of te reo Māori me ngā tikanga Māori. We will provide an organisational culture that supports our people and partners to use te reo Māori me ngā tikanga Māori in an innovative and creative way.

PURPOSE AND PRIMARY GOALS OF ROLE:

- Be a trusted advisor that provides comprehensive & expert legal advisory service ensuring fit-for-purpose advice is provided in an efficient & effective manner & in the best interest of Whakaata Māori. The Head of Content Rights & Legal provides oversight and direction for Whakaata Māori’s legal compliance and supports in complex legal decision-making and negotiations, as required.
- To support Te Pae Urungi (Senior Leadership Team) & the Content team deliver our content strategy through robust & fit-for-purpose content rights that enable a digital first delivery of content to our audience.
- To lead the digitisation of Whakaata Māori’s contractual & compliance processes & workflows with support from the Business Innovation & Technology teams.

Key Result Areas (KRAs)	Critical Tasks (CTs)	Key Performance Indicators (KPIs)	Competencies
Provide exceptional legal advisory services to MTS	<ul style="list-style-type: none"> • Work with Te Pae Urungi (Senior Leadership Team) in effectively developing fit-for-purpose legal advisory & compliance strategies that align with MTS vision & strategy. • Implementation of key legal advisory & compliance strategies. • Advise on strategic issues & potential future legal risks. • Support the negotiation of contracts across MTS ensuring they are in line with our policies, regulations & guidelines. • Reviewing contract conditions & participating in the preparation of strategies for key proposals. • Manage & negotiate with external partners regarding contractual, legal & commercial issues. • Assist with the management of any contractual 	<ul style="list-style-type: none"> • Implementation of effective & relevant legal & compliance strategies, policies, initiatives & processes • All contracts are negotiated in line with our policies, regulations & guidelines. • Effective working relationships in place with all key external partners • All legal advice provided to Te Pae Urungi & Te Apārangi is fit for purpose, in the best interest of Whakaata Māori & delivered in an efficient manner • A legal risk assessment framework is implemented, monitored & escalated to Te Pae Urungi on a regular basis • Regular monitoring & appropriate escalation of MTS legal & compliance obligations • Active MTS champion, promoting & living our values & vision in all interactions with MTS 	<ul style="list-style-type: none"> • A NZ or overseas degree or professional qualification in law is essential. • Broad commercial and corporate legal experience, including commercial contracts and privacy. BSA experience is preferred. • Ability to analyse complex ideas & policies to provide forward thinking solutions for MTS • A pragmatic, proactive and commercial approach • Highly developed communication skills • Strong negotiation skills • Strong analytical and problem-solving skills

	disputes.	kaimahi & external stakeholders	<ul style="list-style-type: none"> • Excellent academic credentials
Ensure our content rights, agreements & licenses are fit for purpose & enable the achievement of Whakaata Māori's Content Strategy	<ul style="list-style-type: none"> • Ensure the delivery of fit-for-purpose content rights, contract for services, license agreements & any other legal & compliance requirements. • Ensure a digital-first focus is prioritised in the development & negotiations of all our content rights, agreements & licenses • Ensure the MTS License to Broadcast Agreement, including all definitions, rights & terminology, is up to date, agile to enable future digital transformation & aligns with other NZ free to air broadcasters & funding agencies • Ensure the MTS programme rights are up to date, fit for purpose & enable a digital-first delivery of content • Ensure the territories & platforms agreed to in all of our content rights, agreements & licenses are fit for purpose & support the delivery of our Content & digital-first strategies • Ensure all music & third party licenses agreed to are fit for purpose & support the delivery of our Content & digital-first strategies • 	<ul style="list-style-type: none"> • All content rights, agreements & licenses are fit-for-purpose, enable a digital first delivery of our content & are administered on time • Effective working relationships in place with all key external partners • Demonstrated understanding of MTS legal & statutory obligations 	<ul style="list-style-type: none"> • Strong organisational skills • Effective problem solving abilities • Solutions focussed approach • Proven experience in leading key administration & compliance processes • Strong negotiation skills • Experience in effective risk management • Excellent written and verbal communication skills
Support the Business Innovation team in the administration of our legal & content rights, agreements & licenses	<ul style="list-style-type: none"> • Collaborate closely with the People & Shared Services Manager & Contracts Assistant to ensure the delivery of effective workflows for all contracts. • Drive continuous improvements & streamlined efficiencies in all administration processes. • Drive a digital-first approach in the contract administration functions. 	<ul style="list-style-type: none"> • All legal agreements are administered on time & accurately as per negotiations • Effective working relationship with the People & Shared Services Manager & Contracts Assistant • Digitized contract administration functions developed, implemented & used by all key internal & external stakeholders 	<ul style="list-style-type: none"> • Collaborative approach • Effective problem solving abilities • Solutions focussed approach •

Manage and oversee the efficient and effective operation of all areas within own team	<ul style="list-style-type: none"> • Provide inspirational, creative leadership and support to the Content team • Work with other senior leaders and staff to ensure effective and efficient running of the Content Team and co-ordination with other departments at Māori Television. • Ensure all reports (individual, team, department, and organisation) are delivered in a timely manner and are of a high standard. 	<ul style="list-style-type: none"> • Morale and output of the team monitored, trends tracked and action taken. • Corrective action overseen where required • Timely reports delivered • Risks & mitigation strategies escalated in a timely manner 	<ul style="list-style-type: none"> • Motivational leadership skills • Coaching & Team building skills • Culturally aware • Understanding of te reo me ngā tikanga Māori • Ability to support staff and diagnose training opportunities • Reporting skills • Good time management
Related duties	<ul style="list-style-type: none"> • Perform other related duties as assigned 	<ul style="list-style-type: none"> • Other duties are executed as required 	<ul style="list-style-type: none"> • Flexible approach
Personal Development	<ul style="list-style-type: none"> • Participate in MTS assigned training and coaching courses 	<ul style="list-style-type: none"> • 100% attendance • Use knowledge in practice 	<ul style="list-style-type: none"> • Application of knowledge
Health & Safety	<ul style="list-style-type: none"> • Maintain safe working practices • Ensure risk to self and others avoided • Identify & report all hazards • Report all accidents • Participate in and support rehabilitation programmes • Identify knowledge gaps and seek information to correct 	<ul style="list-style-type: none"> • Safe working practises reviewed annually specified date • No exposure to risk • Hazards evaluation policy followed • Participation in rehabilitation programmes 	<ul style="list-style-type: none"> • Knowledge of safe working practises for all tasks • Knowledge of H&S policy

RESOURCE REQUIREMENTS

Laptop		
Desk		

CONTRIBUTION TO MĀORI TELEVISION

- To ensure that any ideas that may enhance the productivity or systems of the company are brought to the attention of your manager;
- Communicate care and passion for the Māori Television Brand;

- Strive to be positive and constructive at all times;
- Straight talking about the facts of the situation – open discussions are the best way to find solutions;
- Help others through communicating clearly;
- Deliver on commitments;
- Support all of the team that you are working with to ensure the achievement of goals;
- Volunteer for projects as is practical outside your normal scope to widen your contribution to the overall success of the company;
- Adhere to all company policies;
- Carry out any other tasks that arise to meet the operational needs of Māori Television

LIVING OUR VALUES

Māori Television is a leader in media content and technology. We succeed because of the talents and commitment of our people. We can all contribute to making Māori Television a great place to be, to have fun and succeed – for ourselves and the reason we are here to best support the reason we are all here, *Te Kūaha ki te Ao Māori*. We have four values about how we get along. They sum up how we do work here at MTS. By applying these values in our work, we can make our work more constructive and rewarding:

The principles that guide and rule how we will operate and work together are:

- Kia Tika - Be professional and maintain high standards;
- Kia Pono - Be truthful, honest and act with integrity;
- Kia Aroha - Be respectful and demonstrate empathy;
- Kia Māori - Maintain core Māori values.

	The Employee	On behalf of Māori Television
Name		
Signature		Position:
Date		

Selection criteria

Rating Criteria	Requires major improvement		Needs developing in this area		Fully effective, would work consistently well in this area		Significant strength, would generally exceed in this area		Outstanding skill, would consistently exceed in this area	
	1	2	3	4	5	6	7	8	9	10

Critical Tasks (CTs)	Weighting	Score/10
<p>Ability to:</p> <ul style="list-style-type: none"> • Work with Te Pae Urungi (Senior Leadership Team) in effectively developing fit-for-purpose legal advisory & compliance strategies that align with MTS vision & strategy. • Implementation of key legal advisory & compliance strategies. • Advise on strategic issues & potential future legal risks. • Negotiate contracts across MTS ensuring they are in line with our policies, regulations & guidelines. • Review contract conditions & participating in the preparation of strategies for key proposals. • Manage & negotiate with external partners regarding contractual, legal & commercial issues. • Resolve contractual disputes. 	60%	
<p>Ability to:</p> <ul style="list-style-type: none"> • Delivery fit-for-purpose content rights, contract for services, license agreements & any other legal & compliance requirements. • Prioritised digital-first in the development & negotiations of all our content rights, agreements & licenses • Write and interpret MTS License to Broadcast Agreement, including all definitions, rights & terminology, is up to date, agile to enable future digital transformation & aligns with other NZ free to air broadcasters & funding agencies • Ensure the MTS programme rights are up to date, fit for purpose & enable a digital-first delivery of content • Ensure the territories & platforms agreed to in all of our content rights, agreements & licenses are fit for purpose & support the delivery of our Content & digital-first strategies • Ensure all music & third-party licenses agreed to are fit for purpose & support the delivery of our Content & digital-first strategies 	20%	

<p>Ability to:</p> <ul style="list-style-type: none"> Collaborate closely with the People & Shared Services Manager & Contracts Assistant to ensure the delivery of effective workflows for all contracts. Drive continuous improvements & streamlined efficiencies in all administration processes. Drive a digital-first approach in the contract administration functions. 	10%	
<p>Ability to:</p> <ul style="list-style-type: none"> Provide inspirational, creative leadership and support to the Content team Work with other senior leaders and staff to ensure effective and efficient running of the Content Team and co-ordination with other departments at Māori Television. Ensure all reports (individual, team, department, and organisation) are delivered in a timely manner and are of a high standard. 	10%	
Totals	100%	/40