

# HERETAUNGA TAMATEA SETTLEMENT TRUST

HTST is a Post Settlement Government Entity representing the 23 Marae within the Heretaunga Tamatea catchment. At HTST no one day is the same, so a fluid and innovative work style would be beneficial to meet our ever changing work flow. This is a rare opportunity to contribute strategically in a Te Tiriti based and focused organisation. Currently we have two positions that we are looking to fill:

## **ADMINISTRATION SUPPORT**

Can you provide excellent service and care for our manuhiri and carry out a broad range of day-to-day office functions and administration duties across trust business? Ideally the successful candidate would hold a relevant qualification or experience, and training will be available.

## **RELATIONSHIP ADVISOR**

Are you passionate about working closely with whānau, marae, hapū, iwi and other organisations that impact the functionalities of HTST? Do you consider your personality to be dynamic and patient, knowledgeable and motivated, energetic and strategic, organised and adaptable?

**Applications Close - 20 October 2022**

We would greatly welcome your interest. If either of these roles resonate with you please visit our website for more information:

**[WWW.HERETAUNGATAMATEA.IWI.NZ](http://WWW.HERETAUNGATAMATEA.IWI.NZ)**