

**SCHEDULE A
JOB DESCRIPTION**

Position: Economist

Location: Northland region

Reports to: Portfolio Manager

Responsible to: CEO

Primary Objectives:

To undertake economic analysis, policy development and provide economic information, interpretation, and advice on economic development in Northland to inform sound decision making.

Functional Relationships:

Internal

- CEO
- General Manager Investment and Infrastructure and other sector and team members
- NI Directors as and when required
- District and Regional Council economic development staff

External

- Portfolio stakeholders/committees
- Industry/Business associations and clusters
- District Council Economic Development Staff
- Government agencies
- Statistic and data agencies – Crown Research etc
- Community Groups
- Iwi

Key Outcomes:

- Design, plan and conduct analysis and reporting on sustainable economic development
- Communicate and integrate the findings from economic analysis into projects that support Northlands economic recovery
- Communication and presentation of information on macroeconomics and the key issues facing the Northland

Expected Outcomes	Key Tasks
Economic Analysis, Research,	<ul style="list-style-type: none"> • Designing and implement applied economic research and analysing, interpreting, and reporting on the information derived including appropriate conclusions and recommendations.

	<ul style="list-style-type: none"> • Develop economic appraisal tools, such as cost benefit analysis and multi-criteria analysis. • Communicate and integrate the findings from economic analysis into projects that Northland Inc is involved in • Economic information needs are identified, prioritised and agreed and ensure that effective and efficient methods of gathering key economic information are used.
Relationship Management	<ul style="list-style-type: none"> • Liaise and develop effective links with other external agencies providing, holding, or using economic information such as District and Regional Councils, relevant Government Ministries, Crown Research Institutes, other research agencies, community groups and Iwi
Communications	<ul style="list-style-type: none"> ▪ Maintain positive relationships with key stakeholders ▪ Liaise with CCO Team Support personnel to ensure positive media coverage and web presence ▪ Liaise with CCO support personnel for financial or admin/project support ▪ Reporting (written & oral) to CEO and Board of Directors on a regular basis
Internal Management	<ul style="list-style-type: none"> ▪ Systems within CCO are maintained and protocols are followed ▪ CCO internal policies are upheld ▪ Manage staff and contractors within the Investment and Infrastructure programme area in a professional manner adhering to NI policies and procedures
Other duties	<ul style="list-style-type: none"> ▪ Other tasks as and when required by the CEO