

decipher

Invercargill City Council | Manager – Transport and Roading

Position Description and Additional Information

September 2026



Position Description

Position Title:	Manager – Transport and Roothing
Reports To:	Group Manager – Consenting and Environment
Responsible For:	4 Direct Reports 14 Indirect Reports
Group and Team:	Consenting and Environment – Transport and Roothing
Children’s Worker:	No t
Delegations and Budget Responsibilities:	As per Delegations Register

Purpose

To lead Invercargill City Council’s transport and roading function, integrating strategy, road safety, asset management and operational delivery to provide a safe, efficient and resilient transport network, while ensuring long-term transport performance, investment and service outcomes support community, growth and economic development.

Key Relationships

External to Council

- Clients/public.
- Community groups and organisations.
- Other local and regional authorities.
- Outside agencies including Government departments.
- Professional organisations.

Within Council

- Other team members in your Department/Group.
- Other Invercargill City Council employees.
- Elected Representatives.
- Executive Leadership Team.

Our Compass Values and Behaviours

Responsibility

Take ownership of decisions and outcomes, both collectively and individually.

- We willingly share our knowledge.
- We acknowledge our mistakes, work to resolve them and learn from them.
- We give and receive feedback in a constructive manner to resolve issues.
- We do our job with total commitment.

Respect

Everyone is important, as are their views.

- We support and care for each other.
- We stop to listen, learn and understand.
- We communicate in an honest, up-front, and considerate manner.
- We maintain confidences and avoid hurtful gossip.

Above and Beyond

Take opportunities to go the extra mile.

- We take the initiative to improve our work practices to get the best result.
- We challenge ourselves and each other to make it better.
- We take pride in providing the best possible outcomes.
- We are ambassadors for our Council at all times.

Positivity

Always look on the bright side of life.

- We are approachable, interested and friendly.
- We are open and receptive to change.
- We acknowledge and praise the efforts of others.
- We work together as a team to get the job done.

What You Will Do *(provided as a guide only)*

Leadership

- Lead, coach and motivate team members, promoting employee engagement with clear direction, constructive feedback, openness, acknowledgement and trust.
- Ensure a workplace culture of shared ideas, problem solving and mutual support within and across teams that empowers others to achieve results that are responsive, business like, well planned, safe and successful.
- Meet organisation goals through the proactive and consistent application of performance and development processes; in accordance with Council's Performance and Remuneration Framework.
- Promptly address concerns relating to the performance of team members so that an appropriate support/development plan can be put in place.

System Leadership and Integration

- Provide overall leadership and oversight of engineering, technical and operational decision-making across the transport and roading function.
- Lead an integrated, system-wide approach to transport across strategy, asset management, network operations and public transport services, ensuring coordinated outcomes across the transport and roading activity.
- Optimise trade-offs between cost, risk, service levels, and growth demands.
- Provide strategic advice to the Executive Leadership Team and Council on transport system performance, risks, investment priorities and service outcomes.
- Ensure alignment between long-term planning, asset lifecycle investment, and day-to-day network performance.
- Ensure managers are accountable for delivering coordinated work programmes aligned with Council objectives and organisational priorities.

Transport Strategy and Road Safety

- Provide overall leadership and accountability for Council's transport safety outcomes, including road safety strategy, speed management, Safe System implementation and safety investment priorities.
- Ensure transport planning, asset management and network operations collectively support the delivery of improved transport safety outcomes.
- Recommend strategic direction for Invercargill's transport system, including policy, planning, investment priorities, and public transport network outcomes, to support executive leadership decision-making and Council's financial, service and community outcomes.
- Lead the development and implementation of approved transport strategies, including public transport planning, network development, and road safety priorities.
- Align transport planning with growth, land use, climate resilience, public transport accessibility, and broader multi-modal outcomes.
- Ensure strategy advice is evidence-based and aligned with national and regional frameworks.
- Represent Council in regional and national forums, advocating for Invercargill's interests.

Transport Asset Management and Investment

- Oversee long-term transport asset management and provide strategic advice to the Executive Leadership Team on asset performance, investment priorities, lifecycle management, risk and growth requirements.
- Oversee development and delivery of Asset Management Plans and capital programmes.
- Provide oversight of the integrated Forward Works Programme to ensure alignment between transport strategy, operational priorities, asset renewal requirements, and funding programmes.

- Ensure compliance with relevant standards and best practice.
- Champion continuous improvement in transport asset management capability, asset information systems, data quality and evidence-based investment decision-making.

Transport Operations and Networks

- Ensure the transport and public transport networks operate safely, efficiently, reliably, and in a way that meets community needs.
- Oversee network operations including maintenance, traffic management, corridor access, incident response, and public transport service delivery. Manage maintenance, operational, and public transport contracts to achieve agreed performance, cost, quality, and customer outcomes.
- Monitor transport, public transport performance and levels of service, using insights to drive continuous improvement and inform investment decisions.
- Ensure transport network resilience, emergency management, business continuity, response and recovery arrangements are in place to maintain community connectivity and service continuity.
- Provide strategic oversight of operational risk management and network resilience to support reliable service delivery and long-term network performance.
- Ensure quality assurance, audit and performance monitoring frameworks are in place across transport operations and maintenance activities.
- Oversee the delivery of Parking Compliance services, ensuring effective enforcement of parking regulations and bylaws, consistency in application, and a balanced approach that supports compliance, accessibility, and community understanding.

Communications and Stakeholder Engagement

- Build and maintain strong internal relationships across Council including senior leadership.
- Facilitate effective communication across stakeholders, ensuring alignment on priorities, timelines, and impacts of activities.
- Maintain executive-level relationships with NZ Transport Waka Kotahi and other key transport sector partners to support funding, investment and transport outcomes.

Financial Management

- Ensure the effective financial management of activities and budgets under your control in accordance with Council guidelines, timelines and delegated responsibilities.
- Clearly set out the relationship between the LTP and the Council's Annual Plan, and such plans and strategies in reports recommended to the Group Manager.
- Ensure a professional and well considered business case is presented when requesting a change in resource requirements.

Note: Specific performance measures for this position will be discussed between you and your manager through the performance development plan process.

What You Will Bring

The below qualities, knowledge and skills are the key focus for this position and are used to assess an applicant's suitability for the role and the incumbent's performance in the position.

Education and Qualifications

Essential:

A Bachelor's Degree in engineering, transport planning, infrastructure management, or a related discipline
Full NZ Drivers Licence

Desirable:

Professional membership (e.g. Engineering New Zealand, IPWEA, or similar)
Postgraduate qualification or leadership training

Knowledge, Skills and Experience

Essential:

10 years experience in transport infrastructure roles with at least five years in leadership roles
Strong strategic leadership capability, with the ability to integrate transport planning, public transport network planning and delivery, operations, and asset management into a cohesive function

Highly developed stakeholder engagement and influencing skills, including experience working with elected members, regulators, and community stakeholders

Advanced analytical and decision-making skills, with the ability to balance safety, service levels, cost, and long-term outcomes

Sound understanding of transport systems, including road safety, public transport networks, network operations, and asset lifecycle management

Strong commercial and contract management awareness, with a focus on value for money and service delivery performance

Significant leadership experience in transport, roading, or infrastructure environments, ideally within local government or a comparable public sector setting

Proven experience managing multi-disciplinary teams across strategy, operations, and asset management

Experience delivering transport strategies, programmes, and services within a complex and regulated environment

Demonstrated success in working with contractors, consultants, and internal teams to deliver integrated outcomes

Experience engaging with governance groups, senior leadership, and external stakeholders on transport-related matters

Desirable:

Experience within New Zealand local government or the wider public sector is advantageous

Agreement

Employee

Name

Sign

Date

Manager

Name

Sign

Date

Note: From time to time it may be necessary to consider changes in the position description in response to the changing nature of the work environment, which includes technological and statutory change. Such changes may be considered as part of the performance development review process or as required.

What We All Do

Customer Commitment

Treat customers with respect – taking the time to listen, learn and understand.
Present a positive image of Council by ensuring an efficient, courteous and professional service to customers at all times.
Acknowledge problems and complaints, identifying and promptly acting on solutions.

Continuous Improvement

Evaluate and review work practices and processes within all areas of responsibility to ensure that they are effective and efficient and implement improvements where appropriate.
Identify and propose additional business or service opportunities that enhance Council's existing capabilities.

Health, Safety and Well-being

Promote a safe and sound working environment and a culture of safe and responsible behaviours and attitudes.
Adhere to Health, Safety and Well-being policies and procedures, enabling a safe and healthy work environment for all workers and members of the public.

Civil Defence Emergency Management

Assist Council in preparing for and responding to an emergency.
After establishing the safety of members of your household, you may be assigned duties to assist Council and/or Emergency Management Southland in an emergency.

Other Duties

Undertake duties from time to time that may be in addition to those outlined but which fall within your capabilities and experience.

Our Process



OUTREACH AND ADVERTISING | Applications close 9 October 2026

Potential candidates identified through targeted search; applications reviewed and responded to.



APPLICANT SCREENING | Mid October

Initial screening of applications as they are received. This may include a discussion with candidates about their motivations for applying. We aim to run a timely and efficient process.



SELECTING AND SHORTLISTING | Mid to Late October

Once the role has closed our team will present the most qualified candidates to the client. Within this period, all applicants will receive notification of the status of their application.



CANDIDATE INTERVIEWS | Late October

Decipher Group prioritises a robust and consistent interview framework, based on a behavioural and competency-based assessment. Candidates will be advised of the interview structure and who will be present on the panel. All interviewed candidates will receive prompt feedback and will be advised of next steps once we have debriefed with the interview panel.



VETTING AND DUE DILIGENCE | Late October

We conduct thorough background checks and referencing to further assess competencies of preferred candidate/s. Decipher Group utilises a third-party provider for pre-employment and probity checks such as criminal history, qualification, employment history and bankruptcy. Our team will notify you in advance prior to us contacting your referees. Throughout the entire process, candidate confidentiality and privacy remain an absolute priority.



DECISION AND ONBOARDING | Late October

Following a rigorous evaluation, a conditional offer of employment will be made, subject to the completion of the above stage. Our team will communicate regularly with both the client and the successful candidate during this period. At the conclusion of the recruitment process, all remaining candidates will be notified, with the opportunity for feedback.

Manager – Transport and Roothing | Shape the Future

- Lead an integrated, future-focused transport function
- Turn asset information into clear investment priorities
- Bring strategic leadership and shape the future

What's the vision?

Invercargill's transport network is fundamental to how the city connects, grows and thrives. Invercargill City Council is now looking for a strategic and commercially astute leader to bring greater cohesion, direction and long-term thinking to its Transport and Roothing function.

This is not simply a technical roading role. Council has capable specialists who understand the engineering and operational detail. What it needs is a leader who can see the whole system – connecting transport strategy, asset management, network operations, public transport, road safety and parking services to deliver better outcomes for the city and its communities. Sound like you?

The opportunity | Move beyond the status quo

Reporting to the Group Manager, Consenting and Environment, you will lead a talented, multidisciplinary team and provide strategic oversight across Invercargill's transport and roading portfolio. Your priority will be to create an integrated direction for the function – strengthening asset management, aligning investment with risk and service needs, and connecting long-term strategy with operational delivery.

You will:

- Develop a cohesive strategy across roading, public transport and parking services
- Strengthen asset management, lifecycle planning and investment decisions
- Balance cost, risk, growth, resilience and community expectations
- Turn complex evidence into clear priorities and compelling business cases
- Build productive relationships with funders, partners, contractors and developers
- Create accountability and provide trusted advice to senior leaders and elected members

This is an opportunity to move beyond maintaining the status quo. You will have the mandate to challenge established thinking, explore practical alternatives and build a more deliberate, evidence-led approach to managing Invercargill's transport assets and services.

About you | Future thinking and leadership

Your key strength will be your ability to lead people, think strategically and manage complex infrastructure assets. You may come from transport, infrastructure, utilities, property, facilities or another asset-intensive environment. Exposure to roading or transport asset management would be valuable, but deep technical engineering expertise is not required.

You will bring:

- Proven leadership in a complex, multidisciplinary environment

- Strong strategic planning and asset management capability
- Commercial judgement and confidence working within funding constraints
- The ability to turn long-term plans into practical investment and delivery
- Strong influencing, negotiation and stakeholder-management skills
- An analytical mindset, fresh thinking and the courage to challenge assumptions

You will also hold a relevant tertiary qualification or bring an equivalent depth of professional experience. Visible, engaging and pragmatic, you will set clear expectations, build accountability people with you and remain focused on workable solutions within a politically and publicly accountable environment. Are you ready?

Why Invercargill?

Invercargill is a city with momentum – supported by significant investment, renewed confidence and the space to make a genuine difference. This role offers the professional challenge of shaping an essential citywide function, alongside the lifestyle advantages of Murihiku Southland: affordable living, easy commutes and some of New Zealand's most remarkable landscapes within reach.

If you are an accomplished leader and strategic asset manager ready to shape a safer, more resilient and better-connected transport network, we would welcome your interest.

How to apply

For a copy of the position description and to apply, visit the Decipher Group website on <https://deciphergroup.co.nz/job-opportunities/manager-transport-and-roading/>

To discover more about Invercargill visit www.icc.govt.nz Learn more about Southland at <https://southlandnz.com/live-work/our-story/>

For a confidential discussion about the role; contact Lisa Edwards on lisa@deciphergroup.co.nz or on mobile: 021 240 4410

Applications close: Friday 9th October 2026

Please do not email us your CV and Cover Letter.
Please use the *Apply Now* link on our website.



Lisa Edwards

Senior Business Partner

Decipher Group

Relationship focused

Evaluative

Interested

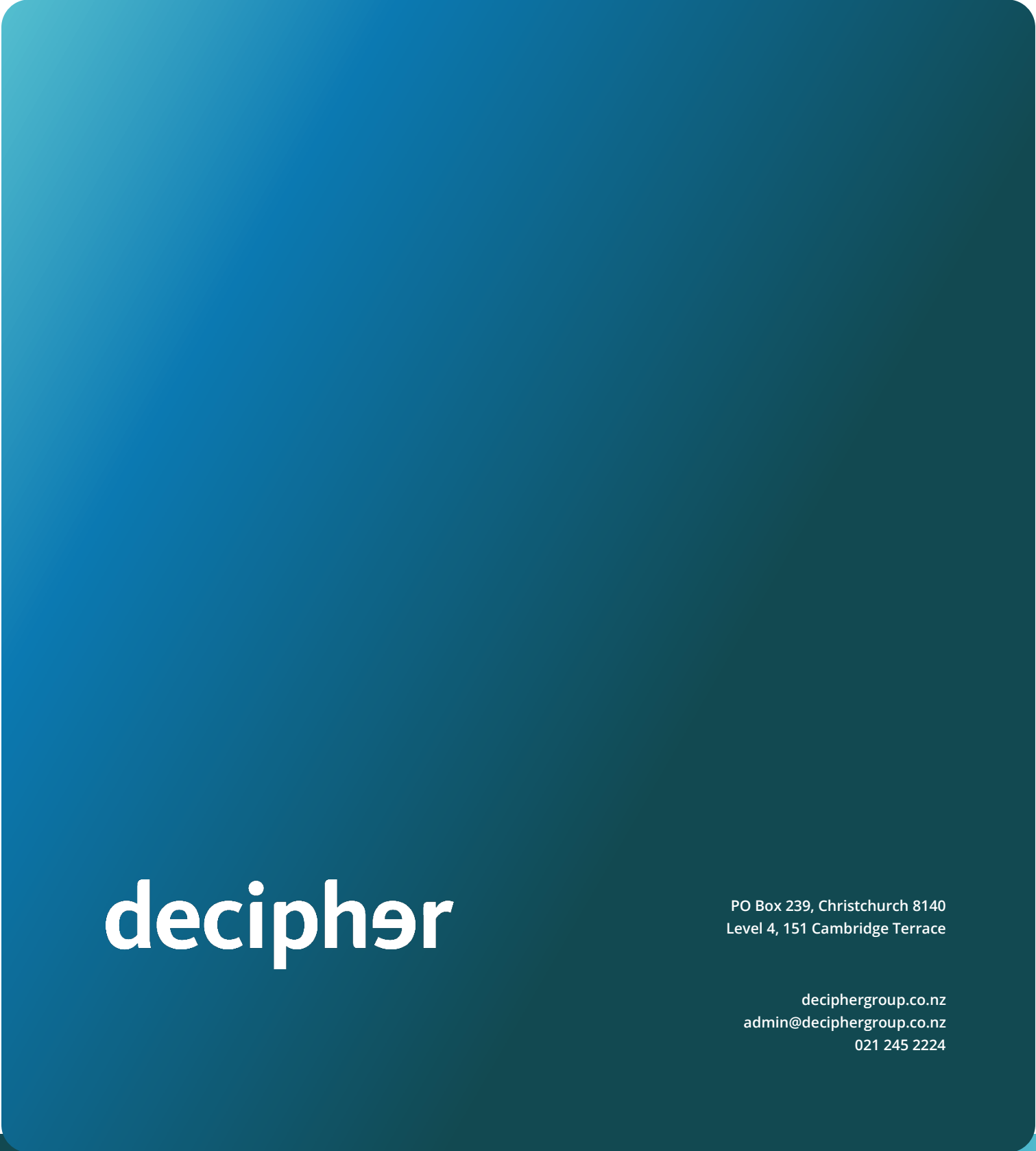
Driven

decipher

Our Diversity, Equity and Inclusion Statement

Decipher Group cares deeply about helping individuals achieve their full potential and supporting organisations to thrive by working toward a more progressive future.

Fostering a culture of inclusion and belonging that truly values individual differences, backgrounds, and perspectives ignites creativity and new ideas – and this is part of what makes our team exceptional. For us, progress is the only goal worth benchmarking.



decipher

PO Box 239, Christchurch 8140
Level 4, 151 Cambridge Terrace

deciphergroup.co.nz
admin@deciphergroup.co.nz
021 245 2224