

INFORMATION FOR CANDIDATES

for appointment as

MANAGER FOR THE CENTRE FOR CREATION CARE within the Theology Programme, University of Otago

0.5 – 0.6 FTE, Five-year, Fixed Term

The Theology Programme

Theology has been taught at the University of Otago for eighty years. The Theology Programme is part of the School of Arts in the Division of Humanities. The Programme offers courses in Biblical Studies, Christian Thought and History, and Pastoral Theology.

Theology at Otago is taught ecumenically and in a spirit of open enquiry. The Programme attracts many students from other areas in the Humanities, Education, Sciences, Commerce, and Law. While the Programme exists within a public university context, it also has strong and long-standing links with a wide variety of churches throughout New Zealand.

Currently, the Theology Programme has eleven academic staff and a number of associated teachers who contribute to the teaching programme. The Theology Programme teaches the BTheol and BTheol (Hons) degrees; the BA and BA (Hons) degrees in Biblical Studies and Christian Thought and History; a one-year undergraduate Diploma of Theology; the Diploma for Graduates; a Postgraduate Diploma in Theology, and Master of Theology; a Postgraduate Diploma and Masters in Ministry; a Postgraduate Certificate, Diploma and Masters in Chaplaincy; a Postgraduate Diploma and Masters in Faith-based Leadership and Management and the PhD.

The Theology Programme currently has around 350 individuals enrolled in its programmes, amounting to around 117 equivalent full-time students. The Programme offers a range of Theology papers on the University's Distance Learning Network, and has over 40 postgraduate research students, many at PhD level.

The Role of the Centre Manager

The Theology Programme at the University of Otago, Mātai Whakapono Karaitiana, is seeking a Manager of the newly established Centre for Creation Care. The position can be negotiated as a 0.5 or 0.6 FTE appointment, and is a five-year fixed-term appointment.

The Centre for Creation Care is fully integrated within the Theology Programme and will contribute to the broader teaching, research and community engagement of the Programme as a whole. The Manager will participate as a full member of staff in all aspects of the Programme including staff meetings, postgraduate seminars, and other Programme activities. While contributing to the goals and successful operation of the Theology Programme as a whole, the Manager will have particular responsibility to provide strategic leadership for the Centre for Creation Care by advancing its mission in community engagement and public impact, and supporting research and teaching within the area of creation care. The Manager will seek to ensure the Centre's long-term sustainability and foster meaningful partnerships across the University and wider community.

The position may suit a candidate interested in pursuing postgraduate theological study in the care of creation, alongside the role of Manager.

Key Responsibilities

Strategic Leadership

- Develop and implement a strategic plan for the Centre in consultation with Theology Programme staff
- Provide vision and direction for the Centre's growth and development
- Collaborate with staff in the Theology Programme, particularly the Head of Programme and academic staff involved in teaching and research in creation care, to
 - recruit students
 - identify research needs and opportunities for collaboration across the university and in the wider community
 - identify opportunities for grant funding, and assist in facilitating grant applications
 - facilitate the dissemination of research and resource materials for the benefit of stakeholders engaged in creation care.

Contribution to the Theology Programme

- In collaboration with all other staff in the Theology Programme, ensure that the work of the Centre aligns with and contributes to the growth and development of the Programme and to the realisation of the goals and mission of the Theology Programme as a whole.

Stakeholder Engagement

- Cultivate and maintain relationships with churches, funding bodies, and organisations involved in environmental sustainability
- Represent the Centre in building collaborative relationships across relevant University programmes.

Fundraising and Sustainability

- Lead and support fundraising initiatives to ensure the Centre's long-term viability
- Identify and pursue new funding opportunities

Budgetary Responsibility

- Manage the Centre's annual operating budget in consultation with the Head of Programme, and Divisional Finance Associate.

Teaching and Research

- Contribute to the Centre's teaching programme
- Undertake and support research related to the care of creation
- Foster an interdisciplinary posture within the teaching programme of the Centre

Student Engagement

- Identify and establish internship opportunities for students with relevant organisations

Outreach and Impact

- Develop and implement strategies to build awareness of the Centre's work both nationally and globally and to disseminate the Centre's research outputs and resources to the wider community.
- Coordinate and assist in facilitating the Centre's delivery of research-informed materials, workshops, conferences, public lectures, podcasts, etc., to churches and other stakeholder groups seeking practical guidance on environmental stewardship.

Skills and Experience

Essential

- Postgraduate qualification in Christian Theology or related field.
- Practical experience in creation care or environmental sustainability initiatives
- Established relationships with relevant organisations and networks
- Strong organisational and project management skills
- Excellent communication and interpersonal skills
- Ability to work collaboratively as part of a team

Desirable

- Teaching experience in a tertiary or related context
- Experience in leadership and management of organisations
- Experience in applying for research grants

Key Relationships

Internal

- Head of the Theology Programme
- Academic staff within the Theology Programme
- Academic staff in the wider University who are involved in environmental sustainability teaching and research.
- Development Manager, Division of Humanities
- General staff
- Students

External

- Churches and faith-based organisations
- Environmental and sustainability organisations

- Local and global research centres and tertiary theological institutions involved in creation care and environmental sustainability.
- Funding bodies and donors

Delegations and Authority

- Operational oversight of the Centre for Creation Care
- Supervision of the Centre Administrator
- Authority to represent the Centre in relevant internal and external forums

Review

This position description may be reviewed and updated in consultation with the incumbent and the Head of the Theology Programme to reflect evolving priorities of the Centre.

The Position

The Centre for Creation Care has been established for an initial period of five-years with funds provided for the purpose by a number of external donors. The funding provides for the appointment of a Manager at 0.5 or 0.6 FTE, an Administrator at 0.4 FTE and a Lecturer / Senior Lecturer at 1.0 FTE, along with an annual budget of \$45,000 for operational costs.

After three years of operation an assessment will be undertaken of the degree to which the Centre is meeting its stated objectives, giving particular attention to the level of student enrolment in relevant papers, stakeholder engagement, and the delivery of research outputs and resources for stakeholders engaging from a Christian perspective in the care of creation. As part of this assessment a determination will be made as to the value and viability of continuing the work of the Centre beyond the initial five-year period.

Equal Employment Opportunities

The Division of Humanities is strongly committed to diversity in staffing and encourages applications from women and other under-represented groups who are suitably qualified.

Referees

It is the candidate's responsibility to ensure that their referees are willing to provide reports if contacted. The candidate should also state their relationship with each referee. The University may contact all referees listed in the application. Referees will only be contacted after prior consultation with the candidate.

The University reserves the right to seek reports on the suitability of candidates other than those nominated by the candidate. Should an applicant not wish a specific person or persons to be contacted, please advise the recruitment team at the time of application.

Date of Appointment

The start date for the position will be negotiated with the successful candidate, but it is hoped that the Manager will take up the position on November 1st, 2026.

Salary Range

The salary for the position will be within the University Salary Range for Lecturer / Senior Lecturer depending on the qualifications and experience of the successful applicant.

Contact Person

Specific enquiries may be directed to Professor Murray Rae, Head of the Theology Programme:
murray.rae@otago.ac.nz Tel 00 64 3 479 5393

Applications

The University seeks written documents from candidates wishing to apply for the role. Candidates are therefore required to provide:

- A Curriculum Vitae, including employment history.
- A letter of application addressing the Person Specification / Personal Attributes.
- 3-4 Referee contact details, including telephone number and email address.

The University Of Otago, Ōtākou Whakaihu Waka

The University of Otago is New Zealand's first university and one of its finest. It is a leader across all fields of academic endeavour – the humanities, sciences, health sciences and business – regularly topping the New Zealand Tertiary Education Commission's education performance indicators.

Students can choose from more than 190 undergraduate and postgraduate programmes and are taught by leaders in their fields. The high calibre of teaching at Otago is reflected by an unparalleled record of success in the country's Tertiary Teaching Excellence Awards.

Research excellence underpins all academic activity: around 3,500 of the University's students study at the postgraduate level. Otago is the home of New Zealand's first medical school and only schools of dentistry and surveying. The University has extensive involvement in national and global research collaborations and hosts multiple multidisciplinary research themes and dedicated research centres, including two of the world's most highly regarded health and development longitudinal studies.

The teaching year generally runs from late February to early November, broken into two 12-week semesters. A number of programmes are offered via Distance Learning, and select courses are also offered in a Pre-Christmas Summer School (five weeks during November and December) and a Summer School (six weeks during January and February).

In addition to research and teaching excellence, the University is committed through Pae Tata, its Strategic Plan to 2030,

- to honour Te Tiriti o Waitangi and be a strong Tiriti partner,
- to transform lives and nurture the environment,
- to provide educational offerings that deliver excellent student outcomes and experiences,
- to deliver high quality and impactful research,
- to become a more global and connected University.

The main campus is located in Dunedin – internationally recognised as one of the most beautiful campuses in the world – with significant health sciences campuses in Christchurch and Wellington, as well as a presence in Invercargill and Auckland.

The University of Otago is also strategically committed to furthering the aspirations of Māori, and our Pacific neighbours, and has memoranda of understanding with a number of iwi, in particular Ngāi Tahu, the mana whenua of the University's main area of operation.

With more than 80 per cent of students coming from outside Dunedin, the University offers a unique campus-based lifestyle, a special feature of which are the 15 residential colleges located close to the heart of all University activities.

Providing a world-class environment for students and staff is a priority, and the University has embarked on a significant capital development programme in recent years. Otago was the first New Zealand university to achieve Fair Trade status and the well-established University Volunteer Centre is fostering a growing culture of volunteerism among staff and students.

Further information about the University can be found on our website: www.otago.ac.nz

Living in Dunedin

The University of Otago's southern roots are anchored in its formal relationship with mana whenua Ngāi Tahu and the legacy of the city's Scottish settlers who established a university here within just 21 years of founding the province from which the University takes its name.

Dunedin grew rich on the back of the 1860s Otago gold rush, a wealth that is reflected today in streetscapes of outstanding Victorian and Edwardian architecture. With a population of around 130,000, this is a small but sophisticated city, boasting many of the amenities and cultural richness usually only found in much larger urban centres, while still retaining its traditional friendliness and ease of getting around.

In Dunedin there are outstanding art galleries, museums and libraries. Dunedin is also recognised as a UNESCO City of Literature. For those who enjoy sports, Dunedin offers world-class sporting facilities – including New Zealand's only covered stadium. For those who enjoy the outdoors, Dunedin has beautiful beaches and internationally acclaimed wildlife sanctuaries. The world's only mainland Royal Albatross Colony is located on the headland at the entrance to Otago Harbour.

The heart of the city is lined with cafés and restaurants, and modern shopping complexes trade alongside interesting boutiques and a weekly farmers' market that provides an outlet for much of the area's first-rate produce. Housing is affordable, both to buy and rent. Thanks to the foresight of the early planners, there are many parks and green spaces, and outstanding views are commonplace from the city's hillside suburbs.

Dunedin is also the gateway to Central Otago: the resort towns of Wanaka and Queenstown – New Zealand's adventure capital – are just over three hours' drive away. Skiing, snowboarding, boating, mountain-biking, and wine tasting are just a few of the many activities to be enjoyed.

However, it is education that is one of Dunedin's most defining features and its major industry. This is a true student city. In addition to the University of Otago, the city hosts a thriving polytechnic and excellent pre-school, primary, and secondary education facilities. University students, staff, and their families comprise more than one quarter of the population of urban Dunedin, enriching the intellectual, cultural, and sporting life of the city.

And, while Dunedin is located in the south of New Zealand, it is very well connected. The region has two international airports with direct flights to Australia. Sister city relationships are fostered with Edinburgh (Scotland), Otaru (Japan), and Shanghai (China).

More information about living in Dunedin is available at: <https://www.dunedinnz.com/>