

Position Description

Chief Censor

Office of Film and Literature Classification

Te Mana Whakaatu

Position Details

Position	Chief Censor The Chief Censor is also the Chairperson of the Board of the Office of Film and Literature Classification.
Appointment	Appointment is made by the Governor-General on the recommendation of the Minister of Internal Affairs, acting with the concurrence of the Minister for Women and the Minister of Justice.
Term	Appointment may be for a period up to three years. Reappointment may be available for further periods.
Conditions	Remuneration is set by the Remuneration Authority. The Minister of Internal Affairs will establish other conditions with the preferred appointee, in consultation with the Public Service Commission. The position is full time and based in Wellington.
Restriction	The Chief Censor may not be a member of a local authority.

A statutory appointment

The Chief Censor is a statutory appointment made under the terms and conditions set out in the Films, Videos, and Publications Classification Act 1993 and the Crown Entities Act 2004.

The Office of Film and Literature Classification

The Office of Film and Literature Classification (the Classification Office) is established under Part 6 of the Films, Videos, and Publications Classification Act 1993 (the Act) and is an independent Crown entity under the Crown Entities Act 2004. The Classification Office performs its powers and functions with statutory independence from the Government.

Functions

The Classification Office classifies publications submitted to it under the Act. Publications submitted to the Classification Office include films, video recordings, books, magazines, sound recordings, photographs and other various items. The Classification Office is also responsible for managing the self-rating framework for some streaming providers.

The functions of the Classification Office are set out in section 77 of the Act, and include determining:

- the classification of any publication submitted to it under the Act;
- any question relating to the character of a publication referred to it by a court under the Act in any civil or criminal proceedings;
- approve and review self-rating systems for streaming providers covered by the Act;
- whether or not, in the case of any publication classified as a restricted publication, conditions should be imposed in respect of the public display of that publication, or any advertising or film poster relating to the publication, and if so, what conditions; and
- any application made under the Act for an exemption from the provisions of the Act in respect of any publication.

The Classification Office is also required to:

- report in accordance with the Crown Entities Act 2004;
- include an Information Unit with functions that are specified in section 88 of the Act, including to:
 - provide research services to the Classification Office with;
 - provide the public with information about the functions and powers of the Classification Office, and the procedures for the classification of publications; and
 - receive enquiries and complaints about the operation of the classification system; and
- maintain a register of all its decisions which is to be available for public inspection.

More information about the Classification Office is available at www.censorship.govt.nz

Detailed description of the role of the Chief Censor

The Board of the Office of Film and Literature Classification

The Chief Censor and the Deputy Chief Censor are Chairperson and Deputy Chairperson of the Board of the Classification Office for the purposes of the Crown Entities Act 2004.

Under section 85(2) of the Act, the Chief Censor and the Deputy Chief Censor as the Board are responsible for the exercise of the functions and powers of the Classification Office under the Act.

Chief Censor duties

Under section 85(1) of the Act, the Chief Censor is responsible for administrative matters with the Classification Office, including:

- the allocation of responsibilities between the Chief Censor and the Deputy Chief Censor; and
- the allocation of duties among the classification officers.

The Chief Censor has specific duties listed in the Act. These primarily relate to what publications may be submitted for classification by the Classification Office, and under what conditions. It should be noted that it is the Classification Office, not the Chief Censor, which classifies publications.

The Chief Censor is accountable to the Minister of Internal Affairs for the financial and non-financial performance of the Classification Office, including:

- the strategic direction of the organisation, with appropriate engagement with the Minister in the development of that strategic direction;
- the delivery of the core outputs and outcomes detailed in the annual Statement of Performance Expectations and other key performance documents;
- managing risks to the Crown;
- the effective management and maintenance of the capability of the Classification Office;
- open, timely communication with the Minister, and the Department of Internal Affairs as the monitoring Department; and
- providing the required accountability and performance documents, consistent with the Crown Entities Act 2004.

Relationship between the Chief Censor and the Deputy Chief Censor

Under section 87 of the Act, the Chief Censor may, from time to time, delegate any of his or her powers and functions under the Act (other than the power of delegation) to the Deputy Chief Censor. Any such delegation is subject to any restrictions and conditions that the Chief Censor thinks appropriate.

Summary of Position

Key External Relationships

- Minister of Internal Affairs;
- Department of Internal Affairs (responsible for the digital safety regulatory framework, policy, and monitoring and performance);
- enforcement agencies;
- regulated parties,
- industry organisations;
- Film and Video Labelling Body;
- Film and Literature Board of Review;
- media; and
- youth and community groups

Key Internal Relationships

- Deputy Chief Censor



- Classification Office staff

Key Attributes and Experience

Strategic direction-setting

The Chief Censor must be able to:

- manage and shape the Classification Office in a changing operating environment, driven by digital media convergence;
- develop an understanding of how the Classification Office can influence social attitudes and perceptions of censorship; and
- collaboratively engage with stakeholders to help position the Classification Office for longer term sustainability.

The Chief Censor must be able to demonstrate:

- strategic leadership ability, including the ability to evaluate and adjust operational settings in the context of the Government's wider social and economic priorities; and
- a comprehensive understanding of key legislation, particularly the discharging of independent statutory functions.

Management ability at a General Manager level

The Chief Censor must be able to:

- manage the Classification Office to achieve the requirements of the Act, the Crown Entities Act 2004 and the Office's own goals, taking into account Government priorities; and
- effectively manage organisational performance including staff, finances, key processes and reporting requirements.

The Chief Censor must be able to demonstrate:

- an understanding of, and preferably experience in, government sector financial management, planning and reporting, and strategic management; and
- experience in developing and using an effective performance measurement framework.

Appreciation of censorship issues and legal processes

The Classification Office is a quasi-judicial body. Although actual censorship experience is not a prerequisite, the Chief Censor must demonstrate an understanding of:

- censorship issues, including an understanding of the social impact of censorship, the policy framework it operates in, and how censorship operates internationally; and
- legal and judicial processes, including the application of statutory provisions in particular circumstances – experience with judicial/legal processes is highly desirable.



Technical Competencies

- An ability to apply the law objectively in the censorship arena.
- Managerial and leadership experience at a senior level.
- Maintaining and supporting ethical and professional standards.
- Understanding of the convergence of the media, entertainment and telecommunications sectors driven by information technology.
- Experience in dealing with wide ranging industry groups.
- The ability to make decisions in a consultative manner, frequently under the public spotlight, while maintaining an awareness of community values.
- The ability to deal with objectionable material in an objective manner, and to support staff to do likewise.

General Competencies

Management values characterised by:

- the ability to nurture the trust and confidence of people through honesty and integrity;
- the ability to convey a sense of greater purpose, to build a constituency internally and externally for the strategic goals of the organisation;
- the ability to maintain high quality performance under pressure; and
- a determination to achieve key results, and the desire to take on new challenges.

Management capability characterised by:

- actively supporting staff working in a sensitive environment, particularly in dealing with material of a potentially harmful nature, to ensure their emotional and physical wellbeing;
- the ability to work collaboratively with others in structured and unstructured situations to achieve team objectives;
- effective project and planning skills, and experience in systems and process improvement;
- experience of managing in the public sector, including familiarity with government processes, auditing and quality assurance principles and systems, and knowledge of employment law and human resource management;
- involving people in decision making, building ownership of outcomes and accountability, with tactful honesty with people about performance; and
- the ability to use organisation resources to maximum effect, through planning, budgeting and strategic resource allocation.

Ability to build and sustain collaborative relationships characterised by:

- Identifying and engaging with key stakeholders in the public and private sectors, including industry and consumer groups;
- the ability to develop and maintain a strong organisational brand;



- broad and effective external networks, which are effective in relationship building and information gathering;
- a willingness to establish and maintain a positive relationship with the media;
- knowledge of the Crown's obligations under the Treaty of Waitangi and demonstrated sensitivity to appropriate consultation processes with Māori; and
- the ability to facilitate and initiate excellent consultative processes with all stakeholders.

Effective communication characterised by:

- the ability to listen, be receptive, and encourage participation and mutual understanding;
- the ability to provide a credible and articulate public face to the organisation, including presenting well in a public forum, different social settings, and with media; and
- negotiating skilfully in difficult situations with both internal and external groups, including being direct and forceful when required, as well as diplomatic.

Intellectual capability characterised by:

- proactive information and knowledge sharing, and supporting ongoing learning by others;
- a clear focus on long term goals and the ability to devise the best way of getting there;
- effectively managing and improving organisational performance; and
- highly developed critical reasoning, with the capacity to handle complex and often conflicting policy issues to provide objective analysis.

Desirable skills and experience

- an understanding of Crown entities, roles and responsibilities
- law qualification

Person specific competencies, knowledge, and behaviour (based on the Public Service Commission's Leadership Success Profile)

Personal resilience

- Personal resilience is critical as viewing sensitive, violent, explicit and challenging real-life material is a regular part of the role

Collaboration

- Works with others constructively, within a framework, to achieve agreed outcomes

Leading strategically

- Thinks, plans and acts strategically to engage others, and position teams, organisations and sectors to meet customer and future needs



Leading with influence

- Leads and communicates in a clear, persuasive, impactful and inspiring way to convince others to embrace change and take action

Enhancing organisational performance

- Drives innovation and continuous improvement; to sustainably strengthen long-term organisational performance and improve outcomes for customers
- Demonstrates analytical, structured, and highly critical thinking skills

Enhancing system performance

- Works collectively across boundaries; to deliver sustainable and long-term improvements to system and customer outcomes

Enhancing people performance

- Manages people performance and bring out the best in managers and staff; to deliver high quality results for customers

Enhancing team performance

- Builds cohesive and high performing teams; to deliver collective results that are more than the sum of individual efforts

Managing work priorities

- Plans, prioritises, and organises work; to deliver on short and long-term objectives across the breadth of the role