

## POSITION DESCRIPTION

### Senior Adviser

<b>Function</b>	Frontline Regulators and Market Infrastructure	<b>Direct Reports</b>	-
<b>Team</b>	Frontline Regulators and Market Infrastructure	<b>Location</b>	Auckland/Wellington
<b>Reporting to</b>	Manager, Frontline Regulators and Market Infrastructure	<b>Salary Band</b>	6

### OUR VISION

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More New Zealanders than ever believe the financial services sector is working well for them.

### OUR PURPOSE

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To foster the fairest financial sector in the world.

As New Zealand's conduct regulator for the finance sector, the Financial Markets Authority (FMA) promotes and facilitates the development of fair, efficient, and transparent financial markets.

With us, you'll be making a difference by enabling New Zealanders to have confidence that our financial sector provides a strong foundation for their financial future - helping them to save and invest, manage their risks, borrow, make payments, and support their families.

Our role (and yours) is to oversee a market that does right by consumers and participants alike, ensuring better outcomes for all New Zealanders by building confidence, participation, and efficiency in our financial markets.

### OUR VALUES

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#### Open Hearts, Open Minds

We say what we mean, we are mindful, and we do the right thing. We are approachable, empathetic and demonstrate manaaki and humility. We are authentic and seek the best outcomes.

#### Make the Calls

We act with confidence and mana, we are decisive and trust our judgment. We think outside the box, take responsibility and stand by our decisions.

#### Look to the Horizon

We are nimble, proactive and willing to adapt. We anticipate the future, embrace change and champion innovation. We look with confidence to the challenges ahead.

### **Help the Team Work**

We act as one FMA, seek out new perspectives and build consensus. We encourage participation, share knowledge and nurture relationships.

## **FUNCTION PURPOSE**

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The purpose of the **Regulatory Delivery** group is to influence, license and provide continuing oversight of the financial services system, gathering insights to improve outcomes, building awareness, and promoting fair outcomes in the markets and for consumers. It is made up of the following teams:

### **Licensing and Regulatory Services**

Responsible for the licensing of all classes of firms from the approach, receipt, assessment and issuing or declining of licenses, including renewals and variations. Also responsible for receiving, assessing, and resolving enquiries or complaints about licensed and unlicensed market activities, scams, and frauds. Assists market participants with queries on licensing and supervision including regulatory notifications and returns.

### **Markets, Investors and Reporting**

Proactive and strategic multi-year, annual and intra-year delivery of core regulatory activities with a wholesale markets, investor and reporting focus. This includes institutional markets, markets infrastructure, issuers, auditors, investment management, crowdfunding, derivative issuers, and frontline regulators. Responsible for the regulation of financial and non-financial reporting including climate related disclosures.

### **Deposit Taking, Insurance and Advice**

Proactive and strategic multi-year, annual and intra-year delivery of core regulatory activities with a deposit taking, insurance and advice focus.

## **POSITION PURPOSE**

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The purpose of the position is to work with the Manager, Frontline Regulators and Market Infrastructure and other Frontline Regulators and Market Infrastructure team members to provide proactive identification, analysis, reporting and responses to issues critical to efficiently and effectively achieving the team's purpose as detailed above.

## **KEY RESPONSIBILITIES**

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The delegations for this position are specified in FMA's Delegations Policy and Framework.

From time to time the job holder may be expected to perform other such duties within their experience and capabilities in response to the changing nature of our work environment.

- Contribute to the development, implementation and execution of robust, best practice assurance programmes, systems, and practices to monitor compliance of the licensed, accredited, designated, and regulated populations as outlined above.

- Develop creative, well-researched and effective advice and recommendations to assist the Manager, Frontline Regulators and Market Infrastructure, Head of Frontline Regulators and Market Infrastructure and the Director Markets, Investors and Reporting to exercise high quality decision making in the strategic and operational management of the FMA's capital markets responsibilities and activities.
- Identify and act on opportunities to improve regulatory outcomes delivered by the Frontline Regulators and Market Infrastructure team.
- Ensure that established policies for review, documentation, and clear guidance on expected standards of regulatory actions and communications are adhered to.
- Be informed of, and comply with, all FMA policies.
- Contribute to proactive identification, analysis, and report on issues critical to the overall success of the FMA's capital markets related activities.
- Provide proactive and timely guidance to market participants including developing and publishing regulatory guidance as appropriate.
- Provide advice and input to specific FMA cross-functional projects.
- Contribute to the provision of specialist advice by the Frontline Regulators and Market Infrastructure team across the FMA as required.

#### **TECHNICAL**

- Deliver appropriate Frontline Regulators and Market Infrastructure regulatory activity in accordance with agreed processes using appropriate regulatory tools.
- Investigate compliance with capital markets legislation and recommend suitable regulatory responses, including engagement with the FMA's response and enforcement team where appropriate.
- Provide advice and input into specific cross-functional projects.

#### **RELATIONSHIPS**

- Identify opportunities for and actively engaging with key stakeholders (internal and external) to ensure others are informed, involved and buy-into initiatives and developments.
- Facilitate positive working relationships and opportunities for collaboration between others in the organisation to promote a connected approach.
- Develop positive collegial relationships with external parties that further the goals of the FMA.

#### **KEY COMPETENCIES**

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- Show drive, enthusiasm, self-motivation, confidence, and initiative independent of direction from others.
- Show courage and commitment to make and see through tough decisions.
- Be accessible - get out and about and talk to people.
- Be a team player, willing to invest time in developing others competence and shares their expertise.
- Be a willing and enthusiastic continuous learner.
- Take a well-considered, forward thinking, and planned approach, but respond with agility and flexibility to change.

- Think creatively around issues and make a positive contribution to solution development and implementation.
- Demonstrate commitment and resilience in the face of obstacles and setbacks.
- Be willing to take responsibility and be personally held to account.
- Demonstrate the FMA's values.

## PREREQUISITES

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### Knowledge / Experience / Skills

- Good understanding of the financial sector and markets is highly desirable.
- Good understanding of regulatory environment and government sector in NZ and overseas is highly desirable.
- Good understanding of the legislation relating to regulation of financial markets, and regulatory experience is desirable.
- Experience in developing, implementing, and executing robust, best practice assurance and compliance monitoring programmes, systems and practices is desirable.
- Excellent written and verbal communication skills.
- Strong self-management skills – sound social judgement, mature and professional conduct, and an ability to effectively manage competing priorities.
- Strong analytical, critical thinking and reasoning skills.
- Strong operational management skills.
- Ability to build and maintain positive relationships and work constructively and collaboratively with others.
- Ability to motivate, influence and inspire others.
- Ability to quickly establish credibility and grow trust and respect.
- Well-developed planning and organising skills, including the ability to maintain performance when under pressure, and consistently deliver on time and to a good standard.
- Strong capability in learning and adaption to IT systems (including a high level of Microsoft Office skills).

### Qualifications

- Tertiary qualification in a relevant discipline (e.g., finance or law) or equivalent professional experience.

**A great place to work. With great work to do.**