

Position Specification

New Zealand Post Ltd

On behalf of the shareholding Ministers, we are inviting applications from people with governance capability who can bring a fresh perspective to the Board of New Zealand Post (NZ Post) Ltd from their career and life experience.

Applicants must have the necessary capabilities that enable them to meet the requirements of a director in terms of the Companies Act 1993 and other relevant legislation. They must be able to demonstrate the knowledge, skills, attributes, behaviours, and personal qualities critical for organisational stewardship and required for particular roles on the Board.

For a full list of capabilities applicable to Crown companies and SOE boards go to: [What we look for - Board Appointments](#).

Capabilities sought

Ideal candidates will have some or all of the following:

- significant governance experience, including experience chairing committees
- commercial acumen
- strategic thinking
- experience in the retail sector
- expertise in the customer experience, including online
- large organisation experience, operational experience
- strong people and culture experience would be an advantage

Commitment

The Board typically meets eleven times per year by way of either physical meetings or video conferencing. In addition, all members sit on at least one of the Board's committees which generally meet four times a year and require around half a day preparation. Some matters are considered by the Board via circulation, as required.

Remuneration

Directors' fees for the NZ Post Board are based on a rate of \$80,330 per annum. Actual fees paid are at the discretion of the board.

Closing date and Introduction Letter

Candidates are asked to provide a cover letter to support their application. This may include details on their values, interest and motivations for this role, and any personal attributes, strengths and diverse perspectives that they think would contribute to performance on this Board.

To be successful in this role candidates must be able to demonstrate the core capabilities sought. In their cover letters, candidates are required to clearly outline how they meet the following key requirements:

- significant governance experience, including experience chairing committees
- commercial acumen
- experience in the retail sector
- expertise in the customer experience, including online.

Please note that if you are shortlisted as part of this appointment process, you will be asked to disclose all relevant interests (which could be personal, private, business or financial interests) that could result in an actual, potential or perceived conflict of interest. All shortlisted candidates are also subject to reference and background checks which will be undertaken by an external provider engaged by the Treasury. All final decisions regarding board composition are at the discretion of the shareholding or responsible Minister. Your application and cover letter are required to be with the Treasury no later than **5.00pm on Sunday 30 March 2025**.

Any queries should be directed to appointments@treasury.govt.nz

Current Board composition

Board Member	Appointment date	Term end date
Dame Paula Rebstock (Chair)	14 November 2024	31 October 2027
Paul Reid (Deputy Chair)	14 November 2024	31 October 2027
Paul Cochrane	29 June 2022	31 May 2025
Roger Gray	8 July 2024	30 June 2027
Brodie Stevens	14 November 2024	30 April 2027
Bruce Wattie	5 April 2023	31 March 2026
Linley Wood	14 November 2024	30 April 2027

Entity's business and structure

NZ Post's mail and parcel businesses are experiencing different growth trajectories and significant transformation is required over the short to medium term to efficiently manage these two core business segments.

Mail volumes are continuing to decline due to increasing use of digital communications. Due to falling volumes and relatively fixed costs, the continued delivery of mail services under current settings is no longer commercially viable. The Deed of Understanding between the Crown and NZ Post which sets out the minimum service requirements for NZ Post's mail business is currently being reviewed to identify options for a commercially sustainable mail service.

Parcel volumes have been increasing as a result of growing eCommerce markets, both in New Zealand and internationally, and NZ Post has been investing to enhance its parcel network backbone – Te Iho. This is a 10-year investment programme, which started in

2019 that aims to increase the processing efficiency and volume capacity of NZ Post's parcel operations through automation of its national parcel processing network, in recognition of the opportunities that ongoing growth in both global and domestic eCommerce activity has for the logistics sector. The programme includes plans to integrate the mail and parcels businesses with the aim of providing cost efficiencies for the mail business.

Furthermore, NZ Post has made several acquisitions recently. These include Fliway, a New Zealand based logistics company that specialises in delivering high value products (March, 2022), Supply Chain Solutions which focuses on logistic solutions (acquiring a 50% stake in July, 2021 and acquiring the second 50% in October, 2024) and courier customer contracts from Peter Baker Transport (June, 2024).

Business drivers short to medium term

The primary areas NZ Post will be focussed on are as follows:

- NZ Post's strategy for 2024-27 (as listed in its Statement of Corporate Intent) focuses on its five 'capitals': commercial; customer; people; environment; and networks.
- These capitals represent the key aspects that underpin NZ Post's value and are intended to provide a holistic view of the business.
- Underlying these capitals is NZ Post's focus on sustainable growth of its parcel segment and managing the decline of its mail segment.