

## Senior Counter Fraud Advisor

<b>Team:</b>	<b>Counter Fraud Centre and Strategy</b>
<b>Reports to:</b>	<b>Principal Counter Fraud Advisor</b>
<b>Direct reports:</b>	<b>None</b>
<b>Indirect reports:</b>	<b>None</b>
<b>Delegations:</b>	<b>None</b>
<b>NZSIS Clearance:</b>	<b>None</b>
<b>Location:</b>	<b>Wellington</b>
<b>Travel:</b>	<b>Occasionally to Auckland- Other travel may be required.</b>

### Being a Public Servant

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Ka mahitahi mātou o te ratonga tūmatanui kia hei painga mō ngā tāngata o Aotearoa i āianei, ā, hei ngā rā ki tua hoki. He kawenga tino whitake tā mātou hei tautoko i te Karauna i runga i āna hononga ki a ngāi Māori i raro i te Tiriti o Waitangi. Ka tautoko mātou i te kāwanatanga manapori. Ka whakakotahingia mātou e te wairua whakarato ki ō mātou hapori, ā, e arahina ana mātou e ngā mātāpono me ngā tikanga matua o te ratonga tūmatanui i roto i ā mātou mahi.

In the public service we work collectively to make a meaningful difference for New Zealanders now and in the future. We have an important role in supporting the Crown in its relationships with Māori under the Treaty of Waitangi. We support democratic government. We are unified by a spirit of service to our communities and guided by the core principles and values of public service in our work.

### Position purpose of the Senior Counter Fraud Advisor

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The Senior Counter Fraud Advisor applies their fraud risk prevention experience and technical knowledge and skill to work with stakeholders across the public and private sector to deliver strategies to raise awareness and capability in counter fraud and anti-corruption activities. The Counter Fraud Adviser applies their experience, technical knowledge, and skill to develop and deliver a range of counter fraud products. These include performing fraud capability or risk assessments, developing guidance publications, undertaking control testing and providing counter fraud advice to public sector agencies and other organisations. The role sits within the SFO's Counter Fraud Centre.

Additionally, the role holder takes the lead on some initiatives, work packages, and projects, and provides guidance to Counter Fraud Advisers.

### What we do matters – Our purpose

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The Serious Fraud Office (SFO) is a highly specialised government department whose purpose is to protect New Zealand's financial and economic wellbeing. We do this through our mission of disrupting and deterring serious and complex fraud through prevention, investigation, and prosecution.

## How we do things – our principles

Excellence	A world class financial crime and corruption agency
Connect	Stronger together
Pride	In all that we do

What you will do to contribute	As a result, we will see
<p><b>Counter Fraud Content Development</b></p> <ul style="list-style-type: none"> <li>Lead the development of assigned counter fraud content including, but is not limited to, communications artefacts, guidance, research papers, assessments, practical tools, presentations, training materials, and website content.</li> </ul>	<ul style="list-style-type: none"> <li>Application of extensive professional experience, technical knowledge, and operational learnings to deliver high quality counter fraud work products that support the delivery of the strategic initiatives and business requirements.</li> <li>Collaboratively work with colleagues to increase their confidence and capability and ensure their contribution to work packages is optimal.</li> <li>Development and delivery of the more complex work packages.</li> <li>Engagement with stakeholders that have participated in the development of relevant work products.</li> <li>Develop and deliver interactive content formats including webinars, workshops and e-learning modules.</li> </ul>
<p><b>Engagement</b></p> <ul style="list-style-type: none"> <li>Collaborate closely with SFO Operations, Intelligence, and Evaluations teams to ensure counter fraud initiatives are informed by investigative insights and trends.</li> <li>Translate operational learning into proactive prevention strategies and guidance.</li> <li>Lead engagement with the Counter Fraud Centre's Community of Practice.</li> <li>Present to key stakeholder groups on counter fraud and anti-corruption topics.</li> <li>Develop relationships with public sector agencies, private sector organisations, local governments, not-for-profit companies, and professional bodies.</li> <li>Collaboration and contribution to international partner relationships, including with the International Public Sector Fraud Forum members, particularly the Australian Commonwealth Counter Fraud Centre and the UK Public Sector Fraud Authority.</li> </ul>	<ul style="list-style-type: none"> <li>Effective engagement and collaboration with key stakeholders.</li> <li>Innovative, professional, and credible communication and advice provided to stakeholders.</li> <li>Leadership in the guidance of stakeholders and colleagues to drive the collective knowledge and capability of counter fraud and anti-corruption activities across NZ organisations.</li> <li>Through engagement, the identification of emerging issues and trends that our stakeholder NZ organisations are facing.</li> <li>Counter fraud products and advice that are grounded in real-world fraud typologies.</li> <li>Improved alignment between prevention and enforcement functions.</li> <li>Enhanced organisational intelligence on fraud risks and vulnerabilities.</li> </ul>

What you will do to contribute	As a result, we will see
<p><b>Industry Acumen/Technical Expertise</b></p> <ul style="list-style-type: none"> <li>Stay current with emerging themes and trends in counter fraud and anti-corruption, both locally in New Zealand and internationally.</li> <li>Apply subject matter knowledge to counter fraud activities to help anticipate stakeholder requirement.</li> </ul>	<ul style="list-style-type: none"> <li>Demonstration of innovation and fresh thinking in approach to tasks.</li> <li>Application of subject matter knowledge to support the advancing of key counter fraud activities.</li> </ul>
<p><b>Delivery Management</b></p> <ul style="list-style-type: none"> <li>Actively manage the planning and delivery of assigned work products.</li> <li>Contribute to work programme plans, with guidance from the Principal Counter Fraud Adviser</li> <li>Contribute to progress reporting.</li> </ul>	<ul style="list-style-type: none"> <li>Ownership for delivery of assigned work package tasks.</li> <li>Support of team members to achieve their milestones.</li> <li>Meet delivery targets for key activities.</li> <li>Effective “managing up” with clear and effective communication on all elements of delivery.</li> <li>Successfully manage multiple work packages concurrently.</li> <li>Work prioritised according to business and stakeholder requirements.</li> <li>Identification of opportunities for continuous improvement in own and organisational processes.</li> <li>Proactive participation in work programme delivery, including planning, development, implementation, and monitoring.</li> </ul>
<p><b>Capability building and knowledge transfer</b></p> <ul style="list-style-type: none"> <li>Design, lead, and deliver workshops and training session to build counter fraud capability across the public sector.</li> <li>Tailor learning content to address emerging fraud risks and stakeholder needs.</li> <li>Facilitate knowledge sharing forums and peer learning opportunities.</li> </ul>	<ul style="list-style-type: none"> <li>Increased awareness and capability in counter fraud practices across agencies.</li> <li>Positive feedback and uptake of training resources.</li> <li>Strengthened relationships through interactive learning engagements.</li> </ul>

### Who you will work with to get the job done

Internal	Counter Fraud Centre and Strategy Team
	Operations Teams
	Legal and Corporate Services
	Strategy and Prevention
	Senior Leadership Team
	Intelligence and Evaluations Team
External	Public Sector
	Private Sector
	Not-for-Profits

	Local Governments
	Professional Bodies
	International Partners

Your competency profile	What you will bring specifically
<p>Keys to Success:</p> <ul style="list-style-type: none"> <li>• Manages Complexity</li> <li>• Drives Results</li> <li>• Customer Focus</li> </ul>	<p>Experience:</p> <ul style="list-style-type: none"> <li>• Significant experience in a role in the areas of integrity, compliance, advisory, policy, risk management, or investigations</li> <li>• Experience designing and delivering workshops, webinars, and other learning formats to build counter fraud capability</li> <li>• Experience translating investigative insights into practical prevention strategies and guidance</li> <li>• Experience leading Communities of Practice or similar peer-learning forums</li> <li>• Experience providing guidance and support to less experienced colleagues</li> <li>• Experience engaging with multiple stakeholders</li> <li>• Experience providing good practice guidance and implementation advise</li> <li>• Experience in managing multiple priorities concurrently</li> <li>• Experience working with a team on jointly produced work products</li> <li>• Project management experience</li> </ul> <p>Skills:</p> <ul style="list-style-type: none"> <li>• Sound knowledge of engagement and influencing skills</li> <li>• Effective verbal and written communication skills</li> <li>• Proficient in research and analytical skills</li> <li>• Engaging presentation and facilitation skills</li> <li>• Ability to quickly understand facts and complexities and form sound advice</li> <li>• Demonstrate a growth mindset</li> <li>• Advanced MS Office skills</li> <li>• Effective project planning, management, and delivery skills</li> <li>• Ability to work effectively with other SFO teams</li> <li>• Ability to translate operational insights into strategic prevention advice</li> </ul> <p>Other requirements:</p> <ul style="list-style-type: none"> <li>• A tertiary level qualification, or equivalent work experience</li> </ul>

Your competency profile	What you will bring specifically
	<ul style="list-style-type: none"><li data-bbox="691 205 1446 275">• A working understanding of New Zealand Government processes and systems</li><li data-bbox="691 289 1484 401">• Experience or qualification in adult education, training, or organisational capability development (desirable but not essential)</li><li data-bbox="691 415 1398 485">• Experience working in multi-agency or cross-sector environments</li></ul>