

Business Growth Advisor

Reports to: Head of Business Growth and Innovation

Direct Reports: none

Team: Innovation and Business Growth

Date: October 2025

Role Purpose

The Business Growth Advisor plays a pivotal role in enabling high-growth businesses across Ōtautahi Christchurch to start, scale, innovate, and embed sustainability. This role delivers tailored support through strategic account management, ecosystem navigation, and delivery of government-funded programmes, including the Regional Business Partner Network.

As part of the Business Growth and Innovation team, the Business Growth Advisor leads and contributes to intervention activities designed to accelerate business performance, innovation, and sustainability. These activities may include programme delivery, capability-building, strategic engagement, and ecosystem development, all aimed at driving high-value outcomes for Christchurch businesses.

The Business Growth Advisor contributes to ChristchurchNZ's ambition to build a regenerative economy by supporting businesses to thrive, with a focus on sectors of strength and future opportunity. The role requires strong relationship management, strategic thinking, a customer-focused mindset and a proactive approach to ecosystem engagement.

ChristchurchNZ Purpose Statement

Mā temahi tahi, ka hangahe taiōhangakia oraai ngātāngata me ngāwāhi hoki. Together we're shaping an economy where people and places thrive.

Who is ChristchurchNZ

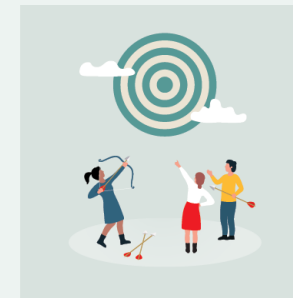
ChristchurchNZ (CNZ) is the economic development, regional tourism, and promotion agency for Ōtautahi Christchurch. We are the catalyst for Ōtautahi Christchurch's economic transformation, driving growth and prosperity for our people and our place. We are the champions of our city, showcasing its vibrancy, innovation and potential to the world.

What does the team do

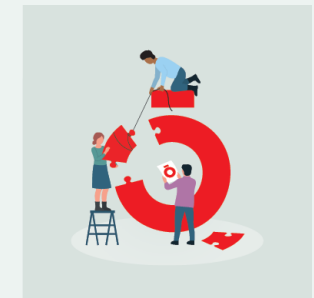
Innovation and Business Growth employees nurture Christchurch innovators and the ecosystem that helps them thrive. We also support the business community, especially in targeted high-growth industries. We work to create high-value jobs for residents and are collaborating with the business community to step towards the city's economic ambition of creating a regenerative economy, because Christchurch is a city that cares about its people and their futures. Join us to help make Ōtautahi Christchurch a better place for business.



We are Open



We are Purposeful



We are Together

| What you will do

Strategic Account Management & Ecosystem Engagement:

- Lead engagement with high-growth businesses to understand needs and co-design tailored support plans.
- Curate connections across the business support ecosystem, including incubators, accelerators, service providers, tertiary institutions, and government agencies.
- Maintain a proactive engagement plan aligned with strategic interventions and evolving business needs.

Intervention Activity Leadership:

- Lead intervention activities that accelerate business performance, innovation, and sustainability.
- Collaborate with internal and external partners to design and deliver initiatives that respond to evolving business needs and strategic priorities.
- Commit to continuous learning and upskilling in emerging areas such as AI, digital tools, and sustainability to enhance capability and better support businesses.
- Capture and share business success stories that showcase delivery of ChristchurchNZ's intervention objectives and contribute to the city's economic narrative.

Programme Delivery:

- Deliver Regional Business Partner Network services.
- Act as an Innovation Navigator, facilitating innovation discovery sessions and connecting businesses to appropriate products and services.
- Record and report activities using the appropriate systems and digital tools.

Collaboration and Partnerships:

- Collaborate across ChristchurchNZ teams to deliver integrated initiatives that support businesses and strategic outcomes.
- Engage with external delivery partners, businesses, stakeholders, and ecosystem players to ensure alignment and shared outcomes.

Your general duties include those outlined in this position description and may be reviewed and updated from time to time in consultation with you. You will also be required to undertake any other duties that are within your ability to perform to contribute to the overall success of the organisation, if asked to do so.

| What you will have

- Minimum of 5+ years' experience in business development, client engagement, or related roles, ideally with exposure to innovation ecosystems and programme delivery.
- Relevant tertiary qualification (Bachelor's degree or equivalent experience) in business, economics, or a related field.
- Proven ability to build strong trusted relationships.
- Understanding of business ecosystems and growth drivers, including familiarity with incubators, accelerators, and government programmes.
- Strong commercial acumen and analytical capability, able to translate business needs into actionable plans.
- Awareness of and interest in emerging trends and technologies (e.g., innovation, R&D, AI, digital tools, sustainability practices) and a willingness to continuously upskill in these areas.
- Proactive, customer-focused mindset, with the ability to adapt to evolving priorities and deliver high-value outcomes.
- Excellent communication and stakeholder management skills, with the ability to influence and collaborate across diverse networks.
- Experience using CRM systems and digital tools for accurate reporting and stakeholder engagement, and comfortable adopting new technologies.
- Experience in project or programme management, including planning, coordination, and monitoring of outcomes.
- Strong understanding of Economic Development
- Excellent relationship management skills and a proven track record in proactive stakeholder management and influencing at an executive level, including central government and mana whenua
- Energetic and inspirational individual passionate about driving innovation and the business ecosystem
- An open and transparent manner

| Ways of Working

PERSONAL RESPONSIBILITIES

- Act with integrity and accountability by living into our organisational values
- Ensure you are informed of the CNZ strategic direction and how your work contributes our wider purpose
- Embrace opportunities to work with others across the organisation, sharing your knowledge and expertise to optimise business performance
- Take personal accountability for your health, safety, and wellbeing
- Be innovative by approaching your work with a growth mindset, and the ability to navigate change

SUSTAINABILITY

- Demonstrate accountability for your resource use and disposal to minimise environmental impacts and economic cost
- Encourage partners and stakeholders to adopt environmentally sound practices and quality assurance programs

MĀORITANGA

- Demonstrate commitment to the principles of the Treaty of Waitangi by acting in the spirit of participation, partnership, and protection
- Consider Māoritanga in all aspects of business, and engage with iwi where appropriate

| Working relationships

INTERNAL

- ☐ Primarily within immediate team
- ☒ Collaboration with most of the organisation
- ☐ Influencing across most of the organisation

EXTERNAL

- ☐ Transactional interaction with external stakeholders
- ☒ Influencing and/or negotiating with external stakeholders
- ☐ Final negotiations with external stakeholders

| Financial Delegations

BUDGET MANAGEMENT

- ☐ N/A
- ☒ Yes

BUDGET OWNERSHIP

- ☒ N/A
- ☐ Yes

BUDGET LIMIT INDICATION

- ☐ Nil
- ☒ Up to \$50,000
- ☐ Up to \$100,000
- ☐ Over \$100,000

Budget limit is a threshold indication only, your actual financial delegations are as per the delegated authorities policy