



This document information on the following:

- [1. NZRAP's work and MRP](#)
- [2. Overview of 2025 selection process](#)
- [3. Position description](#)
- [4. Time commitment and expectations](#)
- [5. Selection criteria](#)
- [6. Application requirements](#)
- [7. Support from CAPRS](#)
- [8. Working with Immigration New Zealand \(INZ\)](#)
- [9. Recruitment Timeline](#)

## 1. NZRAP's work and MRP

The NZRAP is an independent, refugee-led advisory body that provides expert guidance to the New Zealand government on policies, programmes, and issues affecting refugee-background communities in Aotearoa New Zealand.

NZRAP members bring lived experience, professional expertise, and leadership to advocate for Meaningful Refugee Participation (MRP) in government policy-making and decision-making at all levels, including global, national, and local levels. Their role is to **advise government agencies in particular, Immigration New Zealand**, not to directly represent or engage with refugee communities at large.

The NZRAP ) is committed to MRP —ensuring that people with lived experience of forced displacement are not only consulted but actively engaged in shaping policies and decisions that impact them.. MRP requires that refugee-background individuals have access, influence, and leadership in decision-making spaces.

The NZRAP defines MRP as: *“Meaningful refugee participation occurs when refugees from diverse backgrounds and at all levels have sustained and tangible influence in all fora where decisions, policies,*



*and responses that impact their lives are being designed, implemented, and measured in a manner that is accessible, broad, informed, safe, free, and supported. MRP requires upskilling and training refugees how to strategically advance the objectives of their participation and how to identify and address tokenistic approaches. MRP happens when refugees choose to participate or not to participate based on their expertise as well as their lived experience.”*

NZRAP’s work is structured across multiple areas, including:

- **Advisory role** – Providing input on refugee resettlement, asylum, and community-led initiatives through formal consultations with the Minister or Associate Minister of Immigration, government agencies, NGOs, and academic institutions.
- **Policy and advocacy** – Engaging with policymakers, submitting recommendations, and contributing to policy discussions on refugee-related issues.
- **Meaningful refugee participation** – Participating and shaping engagement in line with MRP at national and international forums, including INZ’s National Refugee Resettlement Forum (NRRF), MBIE’s Refugee Policy Advisory Group, and global initiatives (CRCP, Global Refugee Forum 2025).
- **Amplifying community perspectives** – Ensuring refugee voices are central in public discussions, media, and decision-making spaces.
- **Strengthening government connections with refugee-background communities** – Facilitating engagement between government agencies and refugee-background communities to ensure diverse perspectives inform policy and decision-making.

## 2. Overview of 2025 selection process

The NZRAP consists of nine members serving two-year terms.

- The NZRAP currently has seven members serving staggered terms and is seeking seven new members to join for the 2025–2027 term.
- In July 2025, five members from the 2022-2025 cohort will step down.
- Two members from the 2024 cohort will continue until 2026.
- **Seven members** will be selected through a transparent recruitment process, guided by the NZRAP’s selection criteria, supported by CAPRS, and overseen by a Selection Committee.

The selection process includes:

1. Application open
2. Initial blind screening
3. Shortlisting
4. Interviews
5. Final selection and onboarding

## 3. Position description

1. Role of NZRAP members: NZRAP members provide strategic insights to inform refugee-related policies, programmes, and decision-making processes in Aotearoa New Zealand. They engage with key





stakeholders, contribute to thematic workstreams, and participate in governance discussions to ensure meaningful refugee participation across the national refugee sector.

Key responsibilities\*

- Provide input on refugee-related policies and initiatives by the government.
- Attend and contribute to standing meetings, hui, and key global and national events related to refugees.
- Collaborate with government and civil society stakeholders (e.g., MBIE, local MRP, NRRF).
- Take on focal point roles within internal workstreams, for example, governance, communications, or coordination.
- Participate in NZRAP’s rotating chair system for meetings.
- Support the ongoing development of NZRAP’s structure and governance.

4. Time commitment and expectations

NZRAP members serve a **two-year term** and are expected to dedicate a **minimum of 10 hours** per month to panel activities. The time commitment varies depending on roles and responsibilities, with opportunities for members to take on additional responsibilities based on their interests and expertise. While this is not a salaried position, members receive an honorarium in recognition of their time and contributions.

Core commitments

- **Monthly NZRAP general meetings** – 1.5 hours (virtual)
- **Quarterly meetings with the Associate Minister of Immigration** – 1 hour (virtual or in-person) + planning time
- **Quarterly hui with Immigration New Zealand (INZ)** – Half-day in-person meeting + planning time
- **Regular engagement with government agencies and stakeholders** – Ad hoc meetings and consultations
- **Participation in key national events** – e.g., National Refugee Resettlement Forum (NRRF)
- **Participation in global representation opportunities** –Each year, one NZRAP member serves as the Refugee Adviser to the New Zealand Government at the Consultations on Resettlement and Complementary Pathways (CRCP). This role requires significant preparation, including three months of engagement with Immigration New Zealand (INZ) and travel to Geneva. Other NZRAP members may participate in international forums, such as UNHCR consultations or civil society advocacy. The time commitment varies, with some roles requiring occasional input and others, like the government adviser role, involving substantial preparation and travel. NZRAP supports members in these roles through coordination with CAPRS and relevant agencies.[Read more about this here].
- **Preparation and review of documents** – Policy submissions, advisory reports, and strategic documents





Additional opportunities

*NZRAP members may also choose to engage in:*

- **Workstreams and subcommittees** – The NZRAP has three subcommittees and multiple workstreams, each led by a dedicated focal point responsible for coordination, supported by the CAPRS Secretariat.
- **Professional development and peer mentoring** – Where possible, members are supported with training and mentoring opportunities.
- **Leadership roles within NZRAP** – Members may take on additional coordination responsibilities, such as leading specific advocacy initiatives, research projects, or external partnerships.

5. Selection criteria

**Essential criteria**

*Successful candidates will:*

- Have lived experience of forced displacement (held refugee status, sought asylum, or resettled in New Zealand).
- Demonstrate leadership or community organising experience in a refugee-led or refugee-serving organisation in New Zealand or internationally.
- Show active engagement in refugee policy discussions and refugee networks.
- Contribute to NZRAP’s demographic, regional, age, and gender diversity.
- Commit to a minimum of 10 hours per month for a 24-month term (2025–2027)
- Demonstrate strong English communication skills including reading, writing, and participating actively in discussions. While the NZRAP values linguistic diversity, members must be able to engage effectively in written and verbal communication.
- Bring thematic expertise to NZRAP, such as (but not limited to\*):
  - Gender issues; Education; Economic inclusion; Protection; Resettlement; Research; Law and policy

*\*NZRAP is currently advocating for refugee family reunification, advising government on resettlement policies with a focus on Meaningful Refugee Participation (MRP), and strengthening refugee participation in global forums. New members may contribute to these efforts while also bringing their own expertise and priorities to shape NZRAP’s work.*

**Desirable criteria**

- Experience engaging with government agencies, international networks, or advocacy initiatives.
- Ability to work collaboratively across different cultural and professional environments.





## 6. Application requirements

1. [Skills-based application form](#)
2. Two letters of recommendation
  - Letters should address:
    - How the applicant meets the selection criteria.
    - Why the applicant would be a strong candidate for NZRAP.
  - Letters should focus on skills and experience rather than personal details.
3. Values and Approach Statement (*Max 500 words*)
  - Candidates must include a Values and Approach Statement as part of their initial application.
  - This statement will only be reviewed if the candidate is shortlisted.
  - The statement must cover:
    - Understanding of refugee community needs.
    - Approach to representation and accountability.
    - How their values align with [NZRAP's role and commitment to Meaningful Refugee Participation \(MRP\)](#).

## 7. Support from CAPRS

The Centre for Asia Pacific Refugee Studies (CAPRS) plays a critical role in supporting NZRAP by:

- **Providing secretariat support** – Coordinating meetings, maintaining records, and facilitating communication between members and external stakeholders.
- **Advising on research and policy** – Providing expertise and advice to strengthen NZRAP's advocacy and policy work.
- **Supporting workstreams and subcommittees** – Assisting with strategic planning.
- **Facilitating engagement with key stakeholders** – Connecting NZRAP members with government agencies, academic networks, and civil society partners and supporting their preparation for such meetings.
- **Ensuring logistical and administrative support** – Assisting with travel arrangements, document preparation, and technical support for virtual meetings.

While the role is not fully voluntary, as an honorarium is provided, NZRAP and CAPRS are committed to ensuring members have the necessary support to fulfil their responsibilities effectively.

## 8. Working with Immigration New Zealand (INZ)

Immigration New Zealand (INZ) is the lead government agency responsible for the coordination and implementation of New Zealand's Refugee Resettlement Strategy. INZ partners with NZRAP to ensure that government policies are informed by refugee perspectives at a strategic level.

INZ's role includes:

- Providing opportunities for NZRAP to engage in key policy discussions.
- Ensuring NZRAP's insights inform national refugee policy development.



- Supporting MRP through funding and institutional backing.

NZRAP’s advisory role is distinct from community consultation efforts—its primary responsibility is to inform government decision-making, rather than directly representing or mobilising refugee communities

## 9. Recruitment Timeline

Date	Stage   Details
MON 10 MAR – SUN 23 MAR	Advertising recruitment (2 weeks)
MON 24 MAR – MON 21 APR	Applications open (4 weeks): Complete <a href="#">the skills based application form</a> , two letters of recommendation and values and approach statement.
TBC	Pre-application information session (via Zoom)
MON 21 APR (11:59 PM)	Applications close (end of Easter weekend).
WED 23 APR – SUN 4 MAY	Shortlisting
MON 5 MAY - SUN 11 May	The Selection Committee reviews Values and Approach Statements and interview times confirmed
MON 12 MAY – FRI 16 May	Interviews (via ZOOM)
MON 19 MAY (or that week)	Final selection meeting. Notification of outcomes no later than June 2.

For general recruitment inquiries contact the NZRAP Secretariat via Rez Gardi [rez.gardi@auckland.ac.nz](mailto:rez.gardi@auckland.ac.nz) (Centre for Asia Pacific Refugee Studies, University of Auckland)