<table>
<thead>
<tr>
<th>CONTENTS</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>WELCOME</td>
<td>4</td>
</tr>
<tr>
<td>GEOPARKS</td>
<td>5</td>
</tr>
<tr>
<td>What is a geopark?</td>
<td>5</td>
</tr>
<tr>
<td>THE WAITAKI WHITESTONE GEOPARK</td>
<td>6</td>
</tr>
<tr>
<td>Where is the Waitaki Whitestone Geopark?</td>
<td>6</td>
</tr>
<tr>
<td>Beginnings</td>
<td>6</td>
</tr>
<tr>
<td>Current Status</td>
<td>6</td>
</tr>
<tr>
<td>Masterplan</td>
<td>6</td>
</tr>
<tr>
<td>Vision</td>
<td>7</td>
</tr>
<tr>
<td>Goals</td>
<td>7</td>
</tr>
<tr>
<td>Workstreams</td>
<td>7</td>
</tr>
<tr>
<td>THE TRUST</td>
<td>8</td>
</tr>
<tr>
<td>Purpose and Objectives</td>
<td>8</td>
</tr>
<tr>
<td>Current Trustees</td>
<td>9</td>
</tr>
<tr>
<td>Values</td>
<td>10</td>
</tr>
<tr>
<td>Waitaki Whitestone Geopark Ltd.</td>
<td>10</td>
</tr>
<tr>
<td>Remuneration</td>
<td>10</td>
</tr>
<tr>
<td>TRUSTEE POSITION DESCRIPTION</td>
<td>11</td>
</tr>
<tr>
<td>The Role</td>
<td>11</td>
</tr>
<tr>
<td>Duties &amp; Responsibilities</td>
<td>11</td>
</tr>
<tr>
<td>Knowledge Sets</td>
<td>12</td>
</tr>
<tr>
<td>Skill Sets</td>
<td>12</td>
</tr>
<tr>
<td>Attributes of Trustees</td>
<td>12</td>
</tr>
<tr>
<td>HOW TO BECOME A GEOPARK TRUSTEE</td>
<td>13</td>
</tr>
</tbody>
</table>
Dear Prospective Waitaki Whitestone Geopark Trustee,

Thank you for your interest in becoming a Trustee of the Waitaki Whitestone Geopark Trust (the Trust). Development of the Waitaiki Whitestone Geopark is bottom up and community driven, providing a game changer for New Zealand in terms of securing long term protection of our land and coast while promoting sustainable economic development and inclusive growth.

This kit has been designed to assist you in understanding the purposes of the Trust, the role and responsibilities of Trustees, and the process the Trust uses to appoint Trustees.

Please read the information provided. If you have any further questions please contact me, Mike Gray, at tokarahi@xtra.co.nz or by telephone to +64 21 159 7904. Our Chair of Trustees, Gary Kircher, has delegated to me the responsibility to recruit Trustees for the Trust. We hope you use the information provided in this kit to assess if you would like to take up the rewarding opportunity to become a Trustee and help make the Waitaki Whitestone Geopark a world class beacon for environmental care, community development and sustainable economic growth.

If you would like to apply for a position on our Trust please contact me in order to request an application form.

Yours Sincerely

Mike Gray
Trustee
Waitaki Whitestone Geopark Trust
What is a Geopark?

UNESCO has established a site designation called a “UNESCO Global Geopark”. This is the first new site designation since the creation of the World Heritage site designation in 1972.

A Geopark is a defined area containing landscapes and sites of international geological significance which are managed within an holistic concept of protection, education and sustainable development. A Geopark explains how the geology and landscape of the area has shaped the lives of its inhabitants - be they plants, animals or people. A geopark encourages us all to become knowledgeable so that we can become involved in addressing the societal challenges we all face.

A Geopark contributes to a wide range of the UN's Sustainable Development Goals as it encourages us all to be involved in addressing the societal challenges we all face - such as climate change, environmental protection, biodiversity loss, sustainable use of resources and geohazards. It also promotes sustainable economic development and equality.

Obtaining a UNESCO Global Geopark designation for our district will

- Provide a framework of values and goals to guide our actions
- Provide the Geopark model as the unifying framework to tell our stories
- Generate worldwide brand profile for Waitaki and NZ – a reason for people to visit
- Create a fund-raising platform to fund our protection, education and sustainable development goals
- Increase visitor spend and business development
- Allow access to a network of Geoparks to learn from

Geoparks are about more than just geology. You can see more information on UNESCO Global Geoparks at


Our Geopark aspires to be a UNESCO Global Geopark, and as such is driven by community engagement and provides a unifying platform to tell the varied and multi-faceted stories of our geological, natural cultural heritages, from how Maori used the land and rivers of the district, the use of 35 million year old fossilised Bryozoans to build the whitestone buildings of Victorian Oamaru, through to modern agricultural practices and the use of water for renewable energy production.

You can see more information on our Geopark at

https://www.whitestonegeopark.nz/
The Waitaki Whitestone Geopark

Where is the Waitaki Whitestone Geopark?

The Waitaki Whitestone Geopark covers an area of 7,214 km² and has the same boundaries as the Waitaki District Council. This boundary was chosen as the Council was the key driver in establishing a geopark and it was administratively easier to develop the project without having to cross territorial boundaries. The area contains 16 towns and 22,000 people.

Beginnings

The Vanished World Centre and Geopark Trail in the rural Waitaki village of Duntroon has been in operation since 2001, introducing thousands of visitors to the unique geology, culture and history of our region. We aim to celebrate the work of this Centre and mature our Geopark into a UNESCO Global Geopark.

Current Status

The Trust (through the New Zealand National Commission for UNESCO) applied to UNESCO for Global Geopark status. We are currently deciding how fast we process to the stage where we undergo final site inspection for accreditation.

Masterplan

The UNESCO term Masterplan equates to the Strategic Plan for the development of the Geopark. One of the first responsibilities of the Trustees will be to contribute to and sign off the first Masterplan. The vision and goals identified below are just a negotiable starting point. It is envisioned that this strategy will be built around the key programmatic areas. The organisation is still young enough to allow the Trustees to be in a position to shape its future.

An independently-authored report called the Validation Business Case will be delivered by a consortium of consultants in May 2019. It will focus on

- economic benefits and returns
- significant capital investment
- supporters, commercial partners and revenue streams
- challenges, risks and opportunities
Vision
To develop a new generation of people who care for the planet and its people and will thus be encouraged to address our societal challenges and promote the UN’s Sustainable Development Goals. These Goals can be seen at: https://www.un.org/sustainabledevelopment/sustainable-development-goals/
This requires understanding of the land and ocean we live with.

Goals
To achieve its purpose, the Geopark will strive to:
1. Increase the protection of and access to the geological, cultural and heritage sites within the Geopark
2. Enhance the identity and increase the social capital of the Waitaki district by providing a unifying platform for stories of our land, culture and heritage
3. Share the story of the Geopark through education and by providing experiences and activities within the Geopark, with a focus on youth engagement
4. Develop sustainable economic activity so that the Geopark remains viable and can deliver on its goals.

These goals align with UNESCO Sustainable Development Goals.

Workstreams
What The Trust does is PROTECT, EDUCATE, INSPIRE and DEVELOP. This generates four corresponding workstreams:

<table>
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<tr>
<th>Programme name</th>
<th>Action areas</th>
</tr>
</thead>
</table>
| Preservation of and access to geological and other sites | 1. Secure private land geosite protection covenants  
2. Improve roading and community infrastructure  
3. Trail development  
4. App Development  
5. Visitor centre facilities redevelopment  
6. Biodiversity initiatives |
| Identity and Social Capital | 1. Community Engagement  
2. Visibility – marketing and promotion, and internationally through sponsors such as airlines, app development  
3. Events  
4. Cultural projects with iwi |
| Education | 1. Schools  
2. Universities  
3. Community  
4. The Global Geopark Network  
5. Youth |
| Sustainable economic development | 1. Develop tourism products  
2. Develop ParkMark for sustainable products and services  
3. Boost support sectors  
4. Improve visitor facilities  
5. Lincoln University project sustainable tourism work  
6. Social Licence to Operate (SLO) policies |
THE TRUST

Purpose and Objectives

The purposes and objectives of the Trust are stated in the Trust Deed which was signed on 13 August 2018.

3. Whanga/ Purposes

The Trustees shall hold the Trust Fund upon trust to pay or apply in New Zealand the income and the capital of the Trust Fund in such amounts, at such times, and subject to such terms and conditions, as the Trustees may decide towards the establishment, maintenance, promotion and functioning of the Waitaki Whitestone Geopark through any of the following objects and purposes (but only to the extent that they are recognised as charitable purposes by the Commissioner Inland Revenue).

3.1 Purposes

The purposes of the Trust are to:

a. preserve geological heritage within the Waitaki Whitestone Geopark for present and future generations
b. inform the public about issues in the geological sciences and their relationship to the environment
c. encourage and monitor sustainable development within the local community
d. foster multi-cultural bridges for heritage and conservation and the maintenance of geological and cultural diversity
e. stimulate research
f. promotion of education in relation to the geosciences;
g. contribute actively within the UNESCO Global Geoparks Network through joint initiatives (e.g. communication, publications, exchange of information, participation in meetings, and common projects)
h. contribute local articles to the UNESCO Global Geoparks Network Newsletters, books and other publications
i. contribute to and actively participate in International Geoparks Conferences as recommended by the Global Geoparks Network, with the support of UNESCO.

j. Follow the principles of the UNESCO Geopark Network and such amendments, additions and/or variations as may be determined from time to time.

By way of illustration only, and not by way of limitation of the Trust’s general purpose set out in clause 3, the Trust may:

k. Implement projects to mobilise and coordinate bottom up and top down initiatives for the promotion, protection, maintenance and growth of the Waitaki Whitestone Geopark;
l. Fund raise and seek resources to be made available to the Trust and its projects;
m. Distribute funds and enter into arrangements, contracts and other agreements, on such terms and conditions that the Trustees deem suitable, for the purpose of furthering the objects and purposes of the Trust;
The current trustees are:

Gary Kircher  
(Chair, and Mayor of Waitaki)

David Higgins  
(upoko of te runaka o Moeraki)

Mike Gray  
(Chair of Vanished World Incorporated Society)

The Trust seeks to appoint up to seven Trustees.

n. Carry out such other lawful activities which are incidental or conducive to attaining the objects and purposes of the Trust;

o. Coordinate and network with (not duplicate) existing geoscience, conservation and biodiversity projects;

p. Share information and raise awareness within the community;

q. Support developments and use of effective technological advances in geoscience and geopark education;

r. Support research that contributes to the preservation and protection of fossils;

Provided that the foregoing activities are to be conducted only in furtherance of Charitable Purposes and are not to be construed as to authorise the pursuit of any non-charitable purpose.

Current Trustees

The current trustees are:

Gary Kircher  
(Chair, and Mayor of Waitaki)

David Higgins  
(upoko of te runaka o Moeraki)

Mike Gray  
(Chair of Vanished World Incorporated Society)
Values

The purposes and objectives of the Trust are stated in the Trust Deed which was signed on 13 August 2018.

The core values that inform everything the Trust does include:

RESPECT:
We strive to respect the views and circumstances of all our stakeholders people and the environment are all interconnected

LEARNING:
We believe that knowledge leads to understanding, and that understanding will encourage constructive action

EMPOWERMENT:
We believe that every individual has the ability to make a positive difference

OPENNESS:
We believe that flexibility and open-mindedness are essential to enable us to respond to a changing world

RESPONSIVENESS:
We respond boldly with leadership and innovation, enabling excellence and best outcomes.

COLLABORATION:
We work with key strategic partners, stakeholders and members to promote, value and support our mission.

INTEGRITY:
We foster integrity and compassion in all that we do and say.

Waitaki Whitestone Geopark Ltd

The Trust is 100% shareholder in Waitaki Whitestone Geopark Ltd. This vehicle has been incorporated to isolate and manage any commercial risk undertaken by the Trust. It may hold contracts for service and assets which deliver on the Geopark’s goals. Currently the sole Director of the company is Gary Kircher.

Remuneration

The position is an honorary role. Reasonable expenses incurred in the execution of your role as a Trustee will be reimbursed.
The Role

Collectively the Trustees play the critical role in governing the Geopark. They are responsible for the strategic direction of the Geopark and the health of the Trust as an organisation, ensuring that diligent oversight of the business performance and compliance performance.

Currently, the Trustees meet in person each month and with teleconferences as required in between these meetings. You will be required to attend a minimum of 80% of the monthly Trust meetings annually. Additionally, time is required to remain current with the local, national and international contexts in which the Geopark operates.

The Trustees will elect the Chair.

Resignation as a Trustee will only be deemed effective if done so in writing to the Chair.

Duties & Responsibilities

Trustees will be expected to contribute by

a. Raising money and resources for the Geopark
b. Building relationships and bringing networks – these networks need to be broader than just local networks.
c. Signing off the development strategy
d. Signing off the delivery programme and list of initiatives
e. Ensuring the WWG can be financially viable – being able to guide the Director(s) of its subsidiary company
f. Exercising due diligence, fiduciary and risk management responsibility and ensures that risks are identified and managed
g. Build strong connections with the grass roots of a geopark – namely, community, tangata whenua, farmers/land owners, geologists, University, Museums, WDC, Vanished World, tourism operators etc
h. Develop a strong relationship with the WWG Advisory Group and key stakeholders - Ideally at number of Trustees should attend workshops and other meetings as required from time to time.
i. Ensuring policy of the Trust and its subsidiary company appropriately reflects the Trust’s aspirations
j. Ensuring the Trust is accountable to the various stakeholders and communities

It is envisaged that WWGL will hold commercial contracts and perform operations management. It will be a lean organisation, so the Trustees will need to influence and support the Directors of WWGL.
Knowledge Sets

Ideally the Trustee group will have knowledge across areas which align with the anticipated strategic direction:

- the concept of a UNESCO Geopark
- earth-based Science
- education and outreach
- cultural interpretation, including Maori culture
- the Waitaki District and current Geopark offerings

Skill Sets

Overall, Trustee group will possess the following skills:

- Strategy development and implementation
- Commercial and business development
- Fund-raising
- Marketing & Communications
- Networking (local and national) and partnership building

Attributes of Trustees

Generally, Trustees should display the following attributes:

1. Passion for the Geopark project
2. Time available to contribute over and above meeting attendance
3. Open-minded: In a group setting with many different viewpoints, keeping an open mind allows for healthy communication. Board members that come in with an open mind are far more likely to empower other board members to express their point of view and work toward solutions.
4. Takes responsibility for outcomes: Look for candidates who have a record of taking responsibility in decision-making environments, especially in team settings, when things have gone well and when they’ve gone wrong.
5. Forward thinking: outside-the-box thinkers who look for solutions to problems we might not even know we have. They want to grow the cause and will help push the rest of the Trustees on vision changes and innovations when necessary.
6. Respectful of others: It’s impossible to act in a team setting if members of the team don’t respect one another.
7. Teamwork and team management skills: This will ensure that they can manage conflict and come to collective decisions that are best for the WWGT and the Geopark as a whole.
8. Communication skills: Trustees are not only the governing body of the WWG, they are also partly the face of it. They will communicate with large donors, make speeches on behalf of the WWG, and make statements to the media. They also need the ability to present their views clearly, frankly, constructively and persuasively

Desirable characteristics

It is highly desirable, in terms of diversity and also with respect to UNESCO preferences, to have a gender balance across the set of Trustees
HOW TO BECOME A GEOPARK TRUSTEE

The Trust welcomes application from individuals who are passionate about being involved with the organisation, especially at this exciting time. It is key that individuals be enthusiastic and motivated achievers.

If you are interested, please talk to Mike Gray, who will help you consider if this role is right for you and if you are potentially right for the role. If there is agreement, Mike will provide you with an application form.

Shortlisted candidates will be invited to an interview with all the current Trustees.

When the selection process is completed, all Trustees, including the existing foundation Trustees, will be required to attend an intensive two day familiarisation programme. This will be more than a ‘bonding programme.’ It will bring the Trustees up to date with:

- The current Vanished World Centre and Trail, which is at the core of the internationally significant geology at the heart of our Geopark
- The philosophy and requirements of UNESCO Global Geopark Network
- The WWGP Dossier, submitted to UNESCO in Paris
- The challenge of giving the community ownership of their Geopark by embracing the “bottom up” philosophy, which should be reflected in the overall management structure of the Geopark.

Periodically, the role, responsibilities of the Trustees group will be reviewed, as will the contribution of individual Trustees.

CONTACT
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e. tokarahi@xtra.co.nz