

Position Description

Date: October 2026

Ref: 2098

Position | Tūranga: Internship – Artificial Intelligence in People Culture and Wellbeing

Responsible to Tō kaiwhakahaere:	GM People Data and Systems (or nominated supervisor)
Group Tari:	People, Culture and Wellbeing
Function Wāhanga:	People Data and Systems
Team Tīma:	People Data and Systems
Location Wāhi:	Tuhiraki, Lincoln preferred,
Employment Type Momo Mahi:	Fixed Term – 12 weeks
Korn Ferry Grade Taumata Korn Ferry:	12

Organisational context

The Bioeconomy Science Institute Maiangi Taiao is New Zealand's newest public research organisation, formed through the merger of AgResearch, Plant & Food Research, Manaaki Whenua - Landcare Research, Scion, and the New Zealand Food Innovation Network. Our purpose is to drive innovation and commercial outcomes in the bioeconomy, using research and technology to support enduring economic growth and resilience, a healthy environment and beneficial social outcomes for New Zealand. We pursue opportunities to lift innovation, commercial outcomes, and adoption of advanced technology to drive economic growth across New Zealand. Through world-leading science, we drive innovation across agriculture, horticulture, forestry, aquaculture, biotechnology, and manufacturing. We protect and enhance ecosystems, strengthen biosecurity and climate resilience, and develop cutting-edge bio-based products and technologies.

We honour Te Tiriti o Waitangi and embed te ao Māori throughout our transformation journey. As we come together, we are committed to learning and growing together through inclusive, equitable, and culturally responsiveness ways of working. All roles contribute, in ways relevant to their work, to giving effect to our Te Tiriti commitments through partnership, participation, protection and equity.

Role purpose | Te Take o te Tūranga

Artificial Intelligence is rapidly changing how organisations work. The People, Culture and Wellbeing team is exploring how AI can help improve the way people services, systems, data and processes support employees and leaders across the Institute.

Over a 12-week internship, the successful candidate will work with a wide range of stakeholders to identify opportunities where AI could create value, improve user experience, simplify access to information and support more effective people services.

The internship will focus on moving from identified problems and opportunities through to practical solutions. The intern will research potential applications, assess feasibility and risk, develop and test a proof of concept, and provide practical recommendations to support future implementation.

Accountabilities | Ngā whakaritenga

- Engage with members of the People Culture and Wellbeing team to understand current processes, challenges and opportunities.
- Conduct research into practical and responsible uses of AI within people services and organisational environments.
- Assess opportunities against user value, feasibility, effort, data availability, privacy and risk considerations.
- Identify and prioritise a suitable use case for further exploration.
- Develop and test a proof of concept or prototype solution.
- Gather and analyse user feedback to refine recommendations.
- Develop practical guidance, considerations and recommendations for future implementation.
- Present findings, recommendations and outcomes to stakeholders and People, Culture and Wellbeing leadership.
- Contribute positively to a collaborative and innovative team environment

About you | Ō Pūmanawa

We are seeking a motivated and curious student who:

- Is currently enrolled in, or has recently completed, an undergraduate degree in information systems, data analytics, computer science, business, human resources, psychology, innovation, service design, or a related discipline.
- Has a strong interest in emerging technologies and their practical application in organisations.
- Enjoys solving problems and exploring opportunities for improvement.
- Can gather and analyse information from a range of sources.
- Is comfortable working with ambiguity and investigating unfamiliar topics.
- Demonstrates sound judgement when considering privacy, ethics and risk.
- Has strong written and verbal communication skills.
- Can work both independently and collaboratively.
- Shows initiative, curiosity and a willingness to learn.

Information And Records Management | Te Whakahaere | Ngā Mōhiotanga Me Ngā Putu Raraunga

- Ensure that information and records are maintained, created, and disposed of in compliance with relevant statutory, regulatory, and Institute policy requirements, documenting business transactions and activities securely and following established policies and procedures.

Health, Safety, And Wellbeing | Hauora, Haumaru Me Te Oranga

- Contribute to a positive health, safety and wellbeing culture by taking reasonable care for their own health, safety and wellbeing and that of others; complying with legislative requirements, organisational policies and standard operating procedures; reporting hazards, incidents, near misses, and safety observations; and promoting psychological wellbeing through open communication and the early recognition of stress, fatigue, and mental health concerns.

Organisational objectives | Ngā Whāinga Tōpūtanga Katoa

- Actively develops and applies the cultural capability relevant to their role and contributes to giving effect to the organisation's Te Tiriti o Waitangi Framework
- Ensures that all information created or received during your work is managed as per the Institute's Information Management policy. This includes naming, storing, classifying, and ensuring it is available to other employees.
- Actively participates in the Bioeconomy Science Institute Maiangi Taiao performance process, including setting objectives and having a robust development plan. Proactively and constructively contributes to performance conversations and personal development.
- Takes responsibility to understand and apply Institute policy, processes, systems, and procedures daily.
- Commits to accurate and timely information sharing and recordkeeping as per set organisational standards.
- The accountabilities set out above are not exhaustive. Therefore, it may be necessary for you to undertake other reasonable accountabilities as required, which are within your abilities.