



Job Title:	Senior Teacher	Job Category:	K3
Base:	iOffice	Collective Agreement	Kindergarten Teachers Collective Agreement
Position Type:	Full Time	Date advertised:	28 August 2020
Salary:	\$96,434	Closing Date:	16 October 2020
		Start Date	13 January 2021

Applications Accepted By:	
WWW.INSPIREDKINDERGARTENS.NZ/	<p>QUALIFICATIONS</p> <p>Full Teacher Registration and preferably a post graduate qualification in education. A lesser qualification may be acceptable.</p> <p>A current First Aid Certificate.</p>

Job Description	
<p>OVERVIEW</p> <p>The Senior Teacher is based at the iOffice and will work in collaboration with other leaders as a member of the Inspired Kindergartens' (iK) Senior Leadership Team. The team's role collectively, is to build capability across iK to ensure excellence in teaching and learning. The Senior Teacher will work directly with teaching teams observing, giving feedback and enhancing pedagogical leadership and teaching practice across the curriculum. You will build and maintain strong professional relationships between your teams and iK to contribute to the achievement of the organisation's strategic goals.</p> <p>The appointee will have highly developed interpersonal skills and proficiency in all areas of early childhood education. A relevant post-graduate qualification in early childhood education is desirable, as is experience of being a highly effective communicator in an adult environment.</p> <p>The appointee will lead a cluster of kindergartens.</p> <p>Reports to: Tumuaki/Principal</p> <p>Responsible to: Senior Leadership Team Members</p> <p>Direct reports: Head Teachers of designated kindergartens</p>	

Functional Relationships with:

- Senior Leadership Team
- iOffice personnel
- iK Board
- Teachers and support staff
- Parents, whānau and caregivers
- Iwi, community organisations
- Government agencies

Travel:

- Regular travel will be required.
- A work car will be provided subject to the iK Vehicle Policy

Required Knowledge and Experience

- Commitment to iK Values
- Knowledge and understanding of the principles of Te Tiriti o Waitangi and tikanga o Te Ao Māori and how this relates to the early childhood education curriculum Te Whāriki.
- The ability to speak te reo Maori to a high level is desirable
- Deep understanding and application of Te Whāriki
- A strong socio-cultural philosophy and a deep understanding of the cultural, social, economic and environmental context in which children, their whānau and communities live.
- Advocacy of equity for children and whanau
- Knowledge of current, innovative and effective teaching and professional practice and how this is reflected in an early childhood education setting.
- Experience working with adults as learners.
- Advocacy for children
- Vision - wawatanga
- Application of the ethic of care

Key Responsibilities

Professional Leadership

Leading continuous improvement in early child education in an allocated group of services and in areas of expertise. Specifically, this will include:

- Ensuring that iK and designated services are developing and implementing practices that reflect te Ao Māori and uphold the principles inherent in Te Tiriti o Waitangi
- Ensuring teachers meet the Teaching Council's 'Our Standards, Our Code'
- By coaching and mentoring ensuring kindergartens are implementing current and effective approaches to teaching practice and learning, including for children needing learning support
- By coaching and mentoring ensuring each kindergarten is adopting and implementing current and effective leadership and management practices
- Participating in the development of the iK professional learning programme
- Supporting services to develop the vision and innovation required to deliver excellence in

teaching and learning

- Inspiring, motivating and supporting teachers to continually improve the quality of teaching and learning
- Leading an effective process of review that facilitates on-going improvement for kindergartens
- Demonstrating own commitment to on-going pedagogical learning
- Displaying ethical and responsible behaviour as per the Teaching Council Code

Strategic Leadership

The identification, participation in, and implementation of iK's strategic vision and goals, including of our teachers' skills, knowledge and dispositions to deliver the highest quality ECE. Specifically, this will include:

- Living and encouraging iK values in self and others
- Ensuring teachers are aware of, committed to and supported in meeting the changing environment within which iK delivers its services
- Contributing to the professional development of staff to provide the highest quality early childhood education that meets the iK strategic vision and goals
- Contributing to, and facilitating input to the strategic direction of iK
- Acting as a full member of the iK Senior Leadership Team

Professional Relationships

Establishing and managing the relationships that are instrumental in delivering quality early childhood education. Specifically, this includes:

- Demonstrating effective collaboration as a member of the Senior Teacher Team
- Ensuring that there is a cooperative and constructive relationship between services and iK leadership
- Communicating effectively in writing, orally, and interpersonally
- Ensuring that relationships which are appropriate and beneficial to iK are built within and between the education sector and the wider community, specifically iwi
- Managing conflict effectively and working actively to achieve resolutions that are consistent with iK expectations
- Relationships with relevant government agencies

Operations and Management

To manage the delivery of high quality early childhood education in the area of responsibility. Specifically, this will include:

- Ensuring iK performance management policies, procedures and practices are being effectively applied
- Ensuring relevant legislative and licensing requirements, monitoring and reporting are being met
- Managing and controlling the use of available financial resources and assets to effectively and efficiently support iK operations
- Managing the appointment, management and development of staff to ensure the delivery of

quality early childhood education and its administration

- Understanding of and openness to ECE-relevant ICT
- Contribution to the marketing of iK services

Person specification

In addition to demonstrating that they meet the Teaching Council's Professional Standards & Code the Senior Teacher will be expected to demonstrate the following:

Leadership

- Managing Performance: The ability to take responsibility for one's own performance and that of others when appropriate. This includes setting clear expectations, tracking progress, providing feedback, and addressing performance issues promptly.
- Māori: Take a leadership in iK's Māori programme
- Establishing Focus: The ability to develop and communicate goals in support of iK's strategy.
- Providing Motivational Support: The ability to gain the commitment of others to their work.
- Fostering Teamwork: As a team member, the ability to work collaboratively with others on a team. As a leader, the ability to demonstrate interest, skill and success in getting groups to work together.
- Systems Thinking & Managing Change: The ability to demonstrate support for innovation and for change including the ability to respond creatively to the current complexities of the early childhood education and wider education sectors.
- Developing Others: The ability to build capability and capacity in others.

Communication and influencing others

- Advocacy for children: Both at individual and policy levels.
- Persuasive Communication: The ability to plan and deliver oral and written communications that make an impact and persuade their intended audiences.
- Influencing Others: The ability to gain the support of others for ideas, proposals, projects, and solutions.
- Building Collaborative Relationships: The ability to develop, maintain, and strengthen partnerships with relevant others.

Preventing and solving problems

- Analytical Thinking: The ability to identify and gather information to address issues using a logical and systematic approach.
- Forward Thinking: The ability to anticipate the implications and consequences of situations and take appropriate action.
- Strategic Thinking: The ability to contribute to iK's strategy.
- Technical Expertise: A depth of knowledge and skill in early childhood teaching and learning,

including the regulatory framework.

Achieving results

- Initiative: Identifying what needs to be done and taking appropriate action.
- Provocation: Set challenges, focus effort on identified outcomes, and meet or exceed them.
- Completion: Following up with others to ensure that agreements and commitments have been fulfilled.
- Decisiveness: The ability to make decisions in a timely manner.

Self-management

- Emotional intelligence: showing understanding and empathy for self and others
- A sense of humour
- Courage & Self Confidence: Showing maturity in one's own practice and judgment.
- Stress Management: The ability to function effectively when under pressure.
- Personal Credibility: Responsible, reliable, trustworthy with a high level of integrity.
- Flexibility: Open mindset to different and new ways of doing things, a willingness to modify one's own approach.
- Continual improvement: Demonstrated commitment to personal ongoing professional learning and development.

Experience and qualifications

- Recent successful teaching and leadership experience in kindergartens and/or other early childhood centres
- Knowledge of and commitment to te reo and te Ao Māori
- Current clean driver's licence
- ECE qualification
- Full certification and current practicing certificate with the Teaching Council of Aotearoa New Zealand
- Successful post-graduate study is desirable

Reviewed By:	PM	Date:	02.07.20
Approved By:	PM	Date:	13.07.20
Last Updated By:	Click here to enter text.	Date/Time :	Click here to enter text.