MOUNT MAUNGANUI
INTERMEDIATE

T: 07 575 5512
E: admin@mtint.school.nz
W: mtint.school.nz

21 Lodge Ave,
Mount Maunganui, 3116

MOUNT MAUNGANUI
INTERMEDIATE

Fixed Term/Permanent Scale A Teacher
(Parental Leave)
Years 7 and 8

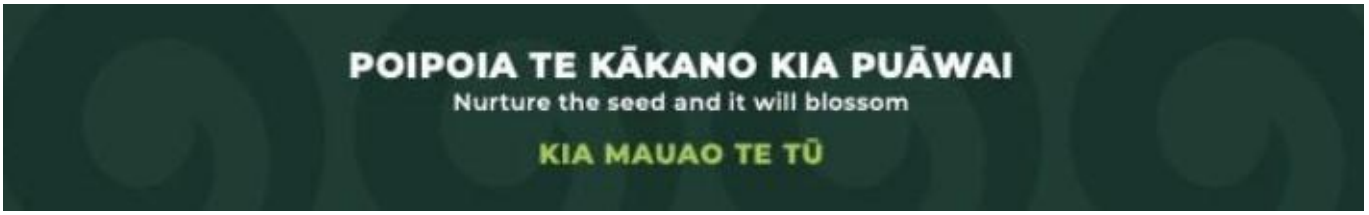
We are seeking a highly professional and committed teacher who is passionate about being the best teacher they can be, to join our awesome MMI whānau. An ability to build positive relationships with emerging adolescents is essential. We seek a teacher who can create meaningful contexts to inspire and motivate our learners, who enjoys integrated, inquiry-based learning and who is a team player within their teaching team.

Applicants must also be fully committed to Universal Positive Culture for Learning (PC4L) and restorative practices. If you are energetic, positive, relational and hard-working, we could be the kura for you.

Please complete the application form and submit a curriculum vitae and a covering letter, outlining your curriculum strengths and your ability to contribute to the strategic direction of the school.

Applications are to be addressed to:
The Principal
Melissa Nelson
admin@mtint.school.nz

Please submit your application no later than 3pm on Friday 17 November 2023.



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21 Lodge Ave,
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6 November 2023

To the Applicant,

Thank you for taking the time to consider a position at Mount Maunganui Intermediate School. We are a school focused on self-improvement, quality teaching and learning, and we are told, a school with "great heart." Our vision: *Poipoia te kākano, kia puāwai* recognises that the two years children spend with us are pivotal years and we see our role is to nurture them so they can reach their potential as learners and as people.

We are an orderly and inclusive school that provides a safe environment in order to create a positive culture for learning. We pride ourselves on creating educationally powerful partnerships with our students and their families and on providing amazing opportunities, in and out of the classroom, for emerging adolescents.

We are an Intermediate school drawing mostly from Mount Maunganui Primary, Omanu School and Arataki School, and Tahatai Coast School. An enrollment zone has been put in place to prevent overcrowding. We are members of the Mount Maunganui Kāhui Ako.

We are seeking a highly professional, creative and committed teacher with a passion for working with emerging adolescents. Our teams plan collaboratively and our local curriculum is student-led and inquiry-based. Differentiation and group teaching is considered best practice at our kura, and we focus on the progress students make in their two years with us. We are looking for a relational teacher with strong classroom management, a commitment to PB4L/Restorative Practices and the willingness to contribute to the wider school.

Our Charter and Strategic Plan may be viewed on our website: https://mtint.school.nz/

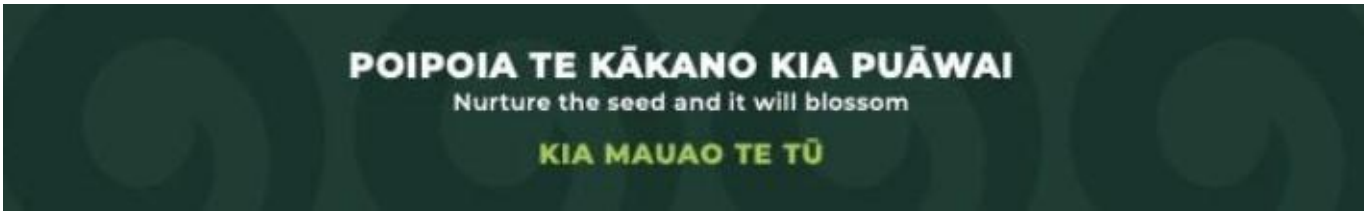
Proposed timeline:

Applications close:	3:00pm – Friday 17 November 2023
Applications to include:	Curriculum Vitae, covering letter and application form.
Interviews	Scheduled for 1 - 8 December 2023 Shortlisted applicants will be contacted by phone.
Position commences:	Term One 2024

We have both permanent and fixed term positions available for the 2024 school year. Please indicate which position you are applying for in your covering letter. I wish you well with your application. Thank you for considering Mount Maunganui Intermediate.

Yours sincerely

Melissa Nelson
Principal



Job Description

Position Title	Scale A Teacher
Reports to	Principal, Deputy Principals, Team Leader

Employment Status: Full-time:40h/week

PTCA

2.10.2 Employees shall work such hours as may be reasonably required of them to enable them to properly fulfil their responsibilities as teachers whether or not such hours exceed 40 hours per week. The normal hours of work for employees should as far as practicable however not exceed 40 hours per week Monday to Friday.

Purpose of the position

Classroom Teacher

- To plan, teach and evaluate a classroom programme

PTCA

2.10.2 It is acknowledged that employees are required to undertake such duties as: ● Preparation, evaluation and assessment time generated by classes/sessions and the students within them, or by other requirements such as the need to report on the progress of individual students;

- Counselling of students;
- Administrative responsibilities of individual teachers;
- Attending courses and meetings;
- Professional development in addition to their normal class contact time, and that these factors have been taken into consideration in determining the employee's hours of work and leave entitlements.

Key Responsibilities	Appraisal Indicators
Classroom programme is responsive to student learning needs, specific needs of emerging adolescents, NZC and school inquiry focus	Student(s) able to participate in the curriculum and differentiated classroom programme Students making expected progress against NZC
Assessment for Learning/Formative Assessment	Use data to inform teaching and learning programme Programme is responsive to student's skills, needs and interests.
Ensuring the safety and wellbeing of students at all times	Universal PB4L and restorative practices Implementation of Kia Maia Code of Practise Majors and minors chart Health and safety guidelines and policies
Culturally responsive and relational pedagogy	Commitment to: Plan for and teach Te Reo and Tikanga - Identity language and culture Implement relational practices PB4l/RP
Professional development in addition to normal class contact time	Participate actively in professional learning and development Support the professional learning of self and colleagues Inquire into own data and practice Professional Growth Cycle
Highly professional and committed to the strategic direction of the school	Build relational trust with colleagues Engage in open and respectful conversations with students, staff, parents and caregivers and community

Tasks and Duties

Administrative responsibilities of individual teachers
Contribute and participate in the corporate life of the school
Provide leadership in one or more extra-curricular opportunity for students
Ensuring the safety and wellbeing of students at all times
Any other duties as required from time to time

General Responsibilities

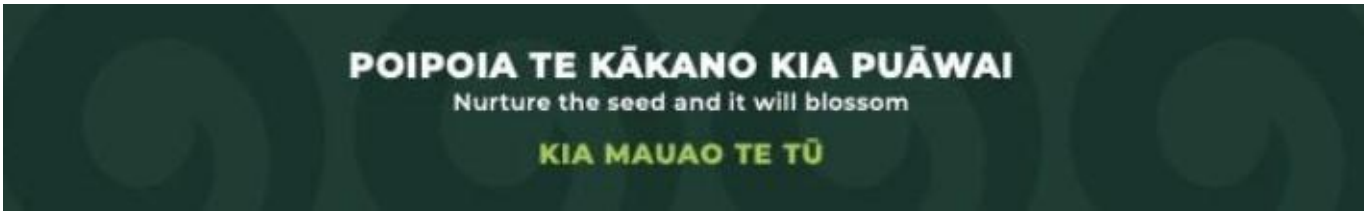
Comply with all board policies and relevant legislation

Declaration:

Approved by: _____
Signature of the person with the authority to approve the job description

Date approved: _____
Date upon which the job description was approved

Reviewed: May 2021
Date when the job description was last reviewed



PERSON SPECIFICATION

Professional Knowledge and Teaching Techniques

- Skilled teacher of the New Zealand Curriculum
- Instructional teaching and ability to differentiate to meet diverse needs
- Pedagogical content knowledge of the New Zealand Curriculum and Learning progressions
- Formative assessment practice is embedded
- Curriculum Integration and Inquiry
- e learning/ICT
- Use of assessment tools to inform teaching programmes
- Learning Conferences
- Culturally responsive and relational pedagogy

Motivation of students and classroom management

- Empathy and ability to relate to emerging adolescent learners
- Ability to build and maintain strong relationships
- Role model
- High expectations for and belief in all learners
- Proven ability to manage behaviour positively and respectfully
- Passionate about students, teaching and learning
- Ability to build positive relationships with all of our students including Māori and Pasifika learners

Communication and support for and co-operation for colleagues

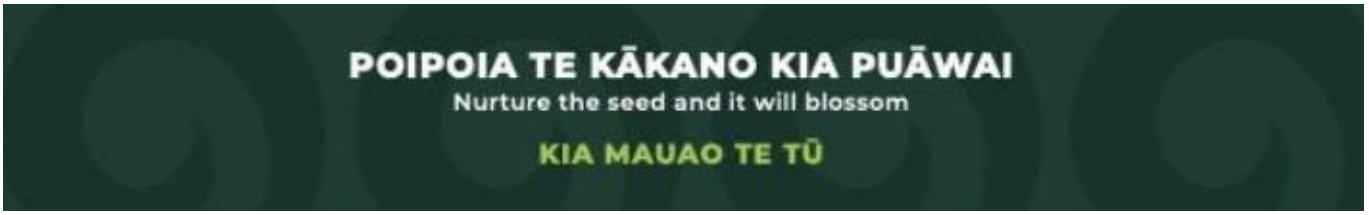
- Strong communicator
- Professional ● Honest
- Team Player
- Shows Initiative
- Commitment to building and maintaining relational trust
- Sense of humour
- Resilient

Wider School Activities

- Willingness and commitment to contribute to the corporate life of the school

Commitment to strategic direction of the School

- Commitment to Inquiry based, integrated learning
- Raising the achievement of all learners
- E learning
- PB4L and Restorative practice
- Using data – developing assessment capable learners
- Culturally responsive and relational pedagogy
- Integrated curriculum, collaborative planning and inquiry



Mount Maunganui Intermediate School

Application Pack- Notes for Applicant

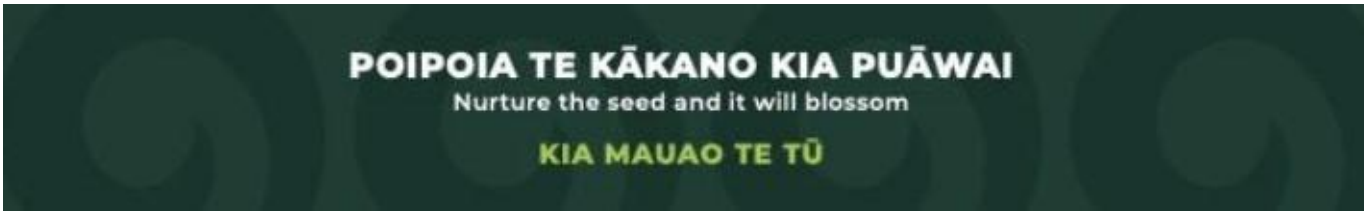
Thank you for applying for a position with our school. Please ensure you have a copy of the job description and person specifications before completing this application.

1. Please fully complete this form personally. Read it through first then answer all questions and make sure you sign and date where indicated on the last page.
2. Attach a *curriculum vitae* (CV) containing any additional information. If you include written references, please note that we may contact the writers of the references.
3. Copies only of qualification certificates should be attached. If successful in your application, you will be required to provide originals as proof of qualifications.
4. If you are selected for an interview you may bring whanau/support people at your own expense. Please advise if this is your intention.
5. Failure to complete this application and answer all questions truthfully may result in any offer of employment being withdrawn or appointment being terminated if any information is later found to be false.
6. Shortlisted applicants will be asked to give consent to a police vet. It is a requirement in the Education Sector for all employees to be vetted.
7. In terms of a Criminal Conviction, the Criminal Records (Clean Slate) Act 2004 provides certain convictions do not have to be disclosed providing:
    - You have not committed any offence within 7 (consecutive) years of being sentenced for the offence **and**
    - You did not serve a custodial sentence at any time (this would exclude serious offences such as murder, manslaughter, rape and causing serious bodily harm) **and**
    - The offence was not a specified offence (specified offences are in the main sexual in nature) **and**
    - You have paid any fine or costs

    Custodial sentences include a sentence of preventive detention and corrective training. Non-custodial sentences include fines, reparation orders, community-based sentences and suspended sentences. Please note that you are not obliged to disclose convictions if you are an eligible individual but can do so if you wish. If you are uncertain as to whether you are eligible contact the Ministry of Justice.
8. This application form and supporting documents will be held by the school. You may access it in accordance with the provisions of the Privacy Act 1993.

If you have any queries, please contact the person cited in the advertisement.

OFFICE USE ONLY:
This page must be retained on file as part of the application; it must not be removed or destroyed.
APPLICATION FOR APPOINTMENT



Position applied for	Location	Vacancy/Reference No.
Permanent or Fixed Term Teacher	**Mt Maunganui Intermediate**	

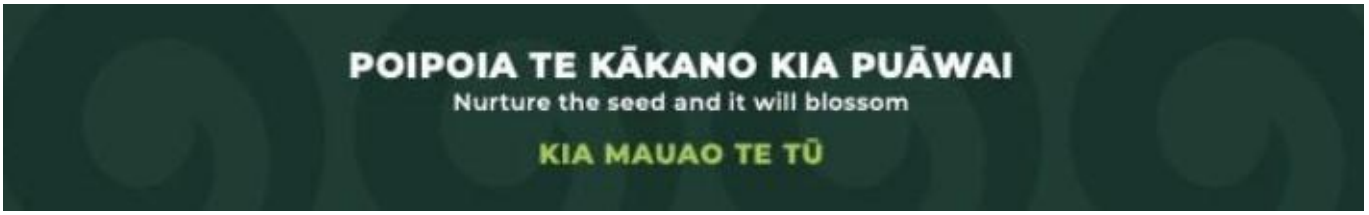
Please tick one	Mr	Mrs	Ms	Miss

Or other preferred title _____

Full Name (first and surname)	
Full Postal Address	6
Contact phone numbers Mobile	

Please tick the appropriate boxes:

Are you a New Zealand citizen?	Yes	No
If not, do you have resident status, or	Yes	No
A current work permit?	Yes	No
Have you ever had a criminal conviction? *(convictions that fall under the clean slate scheme do not have to be disclosed)* If "Yes" please detail:	Yes	No
Have you ever received a police diversion for an offence? If "Yes"' please detail:	Yes	No
Have you been convicted of a driving offence which resulted in temporary or permanent loss of licence, or imprisonment? If "Yes"' please detail:	Yes	No
Are you awaiting sentencing/currently have charges pending? If "Yes"' please state the nature of the conviction/cases pending:	Yes	No



In addition to other information provided, are there any other factors that we should know to assess your suitability for appointment and ability to do the job? If “Yes”, please elaborate:	Yes	No
Have you had any injury or medical condition caused by gradual process, disease or infection, such as occupational overuse syndrome, stress or repetitive strain injuries, which the tasks of this job may aggravate or contribute to? If “Yes”, please detail:	Yes	No
Do you have a current New Zealand driver’s licence?	Yes	No

Educational Qualifications:

Please state your last secondary level qualification:

Please state your tertiary level qualification/s:)

Please state any other qualifications that relate to the position:

Employment History

Please outline most recent employment history, beginning with current or latest employment.

Period Worked	Employer's Name	Position Held	Reason for Leaving

Referees

Please provide the names of three people who could act as referees for you. At least one of these should be able to attest to your work performance.
If you have included written references from people other than those recorded below, please note that we may contact the writers of these references.

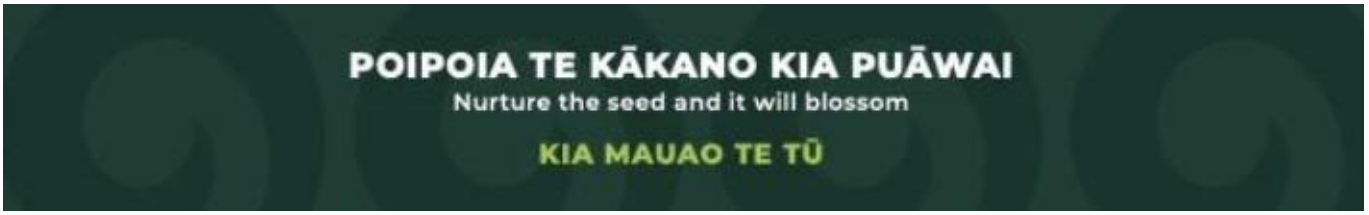
Name	Address	Telephone	Relationship *(e.g. employer/principal)*

Authority to approach other referees:

	Yes	No
I authorise the Board, or nominated representative, to approach persons or the Teachers Council, other than the referees whose names I have supplied, to gather information related to my suitability for appointment to the position.		

I certify that the information I have supplied in this application is true and correct.

I understand that if I have supplied incorrect or misleading information, or have omitted any important information, I may be disqualified from appointment, or if appointed, may be liable to be dismissed. I confirm in terms of the Privacy Act 1993 that I have authorised access to referees.

Signature _____ Date _____

Note: ***If completing this electronically a hard copy (signed) must be provided***