

## Chair – New Appointments National Panel job description

<b>Members of the New Appointments National Panel (new Kāhui Ako roles &amp; Principal Recruitment Allowance)</b>	
<b>Reports to</b>	Ministry of Education
<b>Staff responsibility</b>	Panel members
<b>Nature of Employment</b>	Service Agreement
<b>Position summary</b>	<p>The New Appointments National Panel Chair plays a key role in ensuring the best teachers and school leaders are selected for Kāhui Ako roles and for the Principal Recruitment Allowance. The Chair of the independent panel leads, manages and participates as a member of, the independent panel to undertake consistent, objective and high quality assessment of applications for the Kāhui Ako Leadership and Teacher (across school) roles, and for the Principal Recruitment Allowance, based on the national criteria.</p> <p>The role of Chair is to ensure panel members selected have the knowledge, skills and attributes to identify best practice in teaching and professional leadership that supports other professionals to improve and accelerate learning and achievement for every student; particularly Māori, Pasifika, students with special education needs and those from low socio-economic backgrounds.</p> <p>The Chair will operate and maintain effective management of the independent panel as a community of professional practice that supports the panels members to contribute to and maintain their practice that supports the panel members to contribute to and maintain their practice in with the highest standards based on national and international evidence and research.</p>
<b>Role expectations:</b>	<p>The Chair will:</p> <ul style="list-style-type: none"> <li>• Build the credibility of and confidence in the national panel with Kāhui Ako, teachers and professional leaders and the Ministry of Education;</li> <li>• Demonstrate high levels of knowledge of the New Zealand education sector and use this to ensure the effective operation of the national panel;</li> <li>• Have oversight of the New Appointments National Panel, with particular emphasis on effective planning, leadership and management of the ongoing development of the independent panel, including organising regular opportunities, such as national hui, for panel members to build their practice;</li> <li>• Work with the Ministry of Education and sector partners to appoint independent panel members when required;</li> <li>• Lead robust and transparent panel member appointment processes including dealing with any conflicts of interest that may arise;</li> <li>• Ensure, in liaison with the Ministry of Education, the Kāhui Ako access and engage appropriate independent panel members to each Kāhui</li> </ul>

	<p>Ako selection panel or to recruitment panels of school boards approved to offer the Principals Recruitment Allowance;</p> <ul style="list-style-type: none"> <li>• Apply knowledge and understanding of each Kāhui Ako's achievement challenges and plans and the local selection criteria to guide the selection of the person best suited to the Kāhui Ako leadership and teacher role in the specific context of each Kāhui Ako;</li> <li>• Apply knowledge and understanding of the scope, size and particular challenges associated with a school/kura and its community to guide the selection of the person best suited to boards of trustees approved to offer the Principals Recruitment Allowance;</li> <li>• Ensure consistent, valid application of the national criteria by independent panel members in the selection of Kāhui Ako leadership roles and Kāhui Ako Teacher (across school) roles;</li> <li>• Participate in Kāhui Ako selection panels to assess applications for the Kāhui Ako leadership roles and Kāhui Ako Teacher (across school) roles;</li> <li>• Lead the independent advisers' community of professional practice to ensure currency of their practice is maintained in line with national and international best-practice research and evidence</li> <li>• Liaise with Ministry of Education and school boards approved to offer the Principal Recruitment Allowance to respond to the board's need for an independent member;</li> <li>• Provide robust analysis at each stage of the appointment process to assist the Ministry in improving the process and enhancing the appointment process.</li> <li>•</li> </ul>
<p><b>Capabilities</b></p>	<p>The Chair will have:</p> <ul style="list-style-type: none"> <li>• Demonstrated deep understanding and knowledge of the New Zealand education system;</li> <li>• Experience on similar review and/or assessment panels;</li> <li>• Demonstrated understanding of effective teaching and professional leadership, including productive collaboration and inquiry practices that lead to improved student outcomes;</li> <li>• Demonstrated understanding of leading and facilitating appraisal for developmental and summative purposes;</li> <li>• Knowledge and experience of using standards and interrogating evidence in support of standards;</li> <li>• Experience in moderating judgements within an education context;</li> <li>• Proven credibility with wider sector, including demonstrated and a successful record of leadership in the sector;</li> <li>• Successful experience as an educational practitioner (principals / teachers / teacher educators);</li> <li>• Experience in English medium and/or Māori medium curricula contexts;</li> <li>• Experience in the education of Māori students, Pasifika students, those with special education needs, and those from low socio-economic backgrounds;</li> <li>• Successful practice in lifting outcomes for children and young people, in particular Māori students, Pasifika students, those with special education needs, and those from low socio-economic backgrounds;</li> </ul>

	<ul style="list-style-type: none"><li>• Clear communication skills, adjust style to suit audience, and articulates evidence based position thinking; demonstrated working collaboratively, positively and alongside a range of stakeholders;</li><li>• Inspires, leads and engages with educators, parents, families and communities.</li></ul>
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