

Tēnā koe

Thank you for your interest in applying for a teaching position at Wairākei School, Christchurch.

We are looking for an outstanding, dedicated, NZ registered teacher who is collaborative, a positive thinker, and committed to making a difference for our learners. This is a fulltime fixed term position, 27/01/2027 - 16/12/2027

We look forward to receiving your application.

Ngā mihi

Catherine Parkes

Principal/Tumuaki, Wairākei School

APPLICATION INSTRUCTIONS

If you are interested in applying for this position, please email your application, no later than 6:00pm on Monday 26 October.

Please send by email

- A covering letter outlining your strengths
- Completed application form
- A current CV

Timeline for Appointment

- Tuesday 20 October - Position advertised online in Education Gazette
- Monday 26 October - Applications close at 6:00pm
- Tuesday 27 October -Wednesday 28 October - Short-listing by Appointments Committee including contacting referees. Short-listed candidates notified and timetable for interviews.
- Thursday 29 October - Interviews
- Complete job offer and job confirmation.
- Wednesday 27 January - Successful applicant to take up position.

NB: The dates may be subject to change

Position: Teacher, Fulltime, Fixed Term (start date 27/01/2027- End date 16/12/2027)

Personal Details

Name: _____

Address: _____

Phone: _____

Email: _____

Are you a New Zealand Citizen? Yes No

Are you a New Zealand Resident? Yes No

Are you currently employed? Yes No

Current or most recent employer:

School _____

Position _____

Do you give permission for the Appointment Committee to contact your current employer?
Yes No

Other Details

Do you have NZ Teacher Registration? Yes No

Teacher Registration Number: _____

Practicing Certificate Expiry Date: _____ Provisional / Fully Registered

Fitness or suitability for employment:

Do you have any health condition or disability that may affect:

1. Your ability to undertake the requirement of the position(s) for which you are applying
Yes No

2. Any medical condition caused by gradual process, disease or infection that may be aggravated, or further contributed to, by the task(s) or the position(s) for which you are applying?
Yes No

If yes please give details:

As you are being considered for a position requiring a high level of trust and confidence, have you been convicted of any offence against the law (apart from minor traffic convictions) or do you have any criminal

charges pending or do you know of any other reason you should not be employed to work in a school/educational environment.

Note: Under the Clean Slate act you do not need to disclose certain convictions if you have not been convicted of an offence in the last seven years. You can find out more about what you must disclose on <http://www.justice.govt.nz/pubs/other/2004/clean-slate/english-clean-slate.pdf>

Yes No
If yes, please provide details.

Referees

Please provide the names of at least two people who will complete the referee form on your behalf. One of these should be your current or most recent employer. Please indicate which referee is your current/previous employer in the table below. If you have included written references from people other than those recorded below, please note that we may contact the writers of these references.

<u>Name</u>	<u>Organisation</u>	<u>Position/relationship</u>	<u>Phone number</u>

Declaration & Authorisation

I authorise the Board, or nominated representative, to approach persons other than the referees whose names I have supplied, to gather information related to my suitability for appointment to the position.	Yes ☐ No ☐
I authorise the Board, or nominated representative, permission to access any information held by the Education Council of Aotearoa New Zealand (EDUCANZ) or any other educational organisation, including information regarding matters under investigation, to gather information related to my suitability for appointment to the position.	Yes ☐ No ☐

I certify that:

- The information I have supplied in this application is true and correct.
- I confirm in terms of the Privacy Act 1993 that I have authorised access to referees.
- I know of no reason why I would not be suitable to work with children/young people.
- 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.

Signature: _____ Date: _____

Please send your covering letter, application form, CV and direct enquiries to:

principal@wairakeichch.school.nz by 6:00pm, Monday 26 October