



Junior School Team Leader

Application pack | Permanent full time teaching position

Year 0 or Year 1 | 2 permanent management units | 0.2 FTTE leadership release

Thank you for considering a leadership role at Cambridge Primary School. We are seeking an excellent junior teacher who can lead colleagues with clarity, warmth and purpose, and help every learner make a strong start at school.

An opportunity to contribute and grow

Our identity is grounded in Quality, Tradition and Innovation. Our motto, Creating Powerful Students, expresses our ambition for children to develop strong foundations, confidence, curiosity and the capability to contribute to their world.

We welcome thoughtful, fresh perspectives on curriculum implementation and team leadership. We value leaders who ask useful questions, draw on evidence, learn alongside others and turn good ideas into dependable classroom practice.

This role offers the opportunity to shape junior teaching and learning, strengthen collective capability and contribute to the wider leadership of CPS. We welcome applications from experienced leaders and excellent teachers ready to take the next step into leadership.

Position at a glance

School: Cambridge Primary School, Cambridge, Waikato.

Position: Junior School Team Leader with a classroom teaching responsibility.

Employment: Permanent, full time, 1.0 FTTE.

Remuneration: 2 management units. Both management units are permanent. Leadership release: 0.2 FTTE, one day per week for leadership meetings and other Team Leader responsibilities.

Teaching year level: Year 0 or Year 1.

Start date: 2 February 2027.

Applications close: Friday 6 November 2026 at 3:00pm.

Enquiries and applications: Justin Bertrand (Principal/Tumuaki), admin@cambridgeprimary.co.nz.

This pack outlines our school, the role, the strengths we seek and how to apply. Please address the application prompts on page 5.

Welcome from the Principal

Justin Bertrand | Principal and Tumuaki

Kia ora,

Thank you for your interest in joining our leadership team. CPS is a school with a strong identity and an exciting opportunity to build on its strengths. We care deeply about the quality of children's learning, their sense of belonging and the experiences that make primary school memorable. Our supportive parents and whaanau hold high expectations and want their children to be all they can be. We value that partnership and communicate clearly about learning, progress and next steps.

For our youngest learners, this begins with relationships and excellent teaching. We want children to feel known, safe and ready to participate, while developing secure foundations in reading, writing and mathematics. We also value the arts, movement, exploration and the rich learning experiences that help children make sense of their world.

We are looking for a team leader who can make high expectations practical. Someone who knows excellent junior teaching, supports colleagues to strengthen their practice, and follows through on the decisions a team makes. We value professional curiosity, sound judgement and the confidence to have respectful, honest conversations.

There is room here to contribute ideas. We encourage applicants to think deeply about how the curriculum is taught, how assessment informs the next teaching decision, and how a team can work together more effectively. Good ideas should have a clear purpose and improve learning, participation or the quality of teaching.

Our developing direction for 2027 and beyond places emphasis on curriculum clarity, learner progress, inclusion and professional learning. This leader will help translate that direction into everyday practice, working alongside senior leaders and curriculum leaders.

We want to hear what you would bring, what you have learned from your experience and how you would grow the capability of others. Whether you already lead a team or are ready for your first leadership role, we encourage you to apply.

Ngaa mihi,

Justin Bertrand
Principal / Tumuaki
Cambridge Primary School

The leadership role

Role profile for applicant consideration

Purpose: Lead a junior team in which excellent teaching is consistently enacted, teachers grow their capability, and curriculum and assessment decisions respond to learners. Fulfil the classroom teacher role alongside the agreed leadership responsibilities.

Quality of practice

- Lead coherent curriculum planning and implementation, with strong foundations in early literacy, writing, oral language and mathematics.
- Lead structured literacy, including the use of BSLA, and effective numeracy teaching. Support clear teaching sequences, explicit instruction, purposeful practice, feedback and responsive teaching.
- Review planning, observe teaching, model or co-teach, and give useful feedback with agreed follow-up. Coordinate this work with curriculum leaders.
- Help teachers connect assessment for learning with daily decisions, and use agreed assessment and moderation practices consistently.

Learner response

- Know how learners are progressing. Help the team identify who needs additional support or extension, act promptly and review the response.
- Work with teachers, the SENCO and learning support staff so support connects with classroom learning.
- Strengthen transitions into school and between classes, with attention to time at school, readiness, identity, language and belonging.
- Build reciprocal relationships with whaanau and listen to learner voice. Honour Te Tiriti o Waitangi through everyday practice and school partnerships.

Collective capability

- Lead purposeful team hui and collaborative professional learning. Make decisions clear and follow through.
- Build trust through respectful communication, practical support and constructive professional challenge.
- Encourage evidence-informed ideas; trial manageable changes, review their impact and share what is learned.
- Coordinate agreed team operations, resources and communications. Raise concerns and capacity pressures promptly.

Leadership release: 0.2 FTTE, one day per week for leadership meetings and other Team Leader responsibilities.

The strengths we are seeking

Selection criteria

We will consider the quality of applicants' practice, evidence of impact and capacity to lead. Relevant leadership may have been demonstrated through a formal role, curriculum work, mentoring, collaborative improvement or other professional responsibilities.

Excellent junior teaching

You understand how young children learn and can demonstrate effective structured literacy and numeracy teaching. You bring knowledge of BSLA, or a commitment to developing it. You combine clear instruction, meaningful practice and appropriate challenge with creativity, responding to children's development and time at school. You see each day as a new opportunity to inspire learners and make learning engaging and purposeful.

Curriculum and assessment knowledge

You can translate curriculum expectations into coherent teaching, including the new Science and Social Sciences curricula. You use assessment, moderation and classroom evidence to identify next steps, respond to gaps and evaluate progress. You can explain how high expectations become visible in the tasks, teaching, support and extension students experience.

Leadership that strengthens practice

You set clear expectations and help colleagues meet them. You can facilitate professional discussion, give and receive feedback, model practice and follow through. You combine relational strength with the willingness to address concerns respectfully.

Inclusion and partnership

You hold high expectations for every learner and adapt teaching so children can participate and succeed. You value identity, language and culture, honour Te Tiriti o Waitangi, and build constructive relationships with whānau and colleagues.

Professional curiosity and sound judgement

You welcome different perspectives, examine assumptions and use evidence to improve practice. You can explain why a change is needed, how it will be tested and what would show it is helping. You balance initiative with shared direction and manageable workload.

Organisation and professional responsibility

You communicate clearly, use time and resources well, meet agreed commitments and protect confidential information. You recognise when to act within your role and when to seek senior leadership support.

Applicants should hold the practising certification appropriate to the position and be able to meet the professional and employment requirements for appointment. Eligibility and appointment checks will form part of the recruitment process.

How to apply

Please provide evidence that helps us understand your contribution

Please send the following to admin@cambridgeprimary.co.nz by 3:00pm on Friday 6 November 2026, with Junior School Team Leader in the subject line.

- A covering letter explaining your interest in CPS and this role.
- Your CV outlining qualifications, teaching experience, relevant leadership and professional learning.
- A response to the four prompts below, with a suggested maximum of two pages in total.
- Contact details for three professional referees, including your current or most recent principal or professional leader where appropriate. Indicate your relationship to each and any contact restrictions.
- The completed and signed CPS Junior School Team Leader Application Form supplied with this pack.

Your teaching and learner impact

Describe an example of strengthening junior learners' progress or participation. What did you identify, what did you change, and what evidence helped you judge the impact? Explain your own contribution and what you learned.

Your contribution to others

Describe how you have helped a colleague or group improve teaching practice. How did you build trust, establish expectations and follow through? What changed, and what would you do differently next time?

Your curriculum thinking

Share your thinking about the new Science and Social Sciences curricula for Year 0 or Year 1. Give a practical example of inspiring learning, showing how your high expectations translate into teaching, tasks, support and extension.

Innovation in the Batten syndicate

How would you bring Innovation to life at CPS and create a buzz around the Batten syndicate? Describe something different or exciting you would introduce, how you would involve learners, colleagues and whaanau, and how you would know it strengthened learning and engagement.

The selection process

Applications will be considered against the criteria in this pack. Shortlisted applicants will be invited to interview and advised of any preparation required. Referee contact arrangements will be confirmed with applicants. Appointment checks will be explained as the process progresses.

Shortlisting: 9–11 November 2026.

Interviews: 21 November 2026.

Appointment notification: No later than 27 November 2026.

School visits and confidential enquiries: admin@cambridgeprimary.co.nz.