

POSITION DESCRIPTION

Position:	Healthy Active Learning Advisor
Hours:	Fulltime – 40 hours per week
Reports to:	Healthy Active Learning Regional Lead
Location:	Based in Clutha or Waitaki
Key relationships (internal):	Active Communities Team, Insights and Evaluation Lead, Sport Clutha Regional Coordinator, Sport Waitaki Regional Coordinator, Active Families Coordinator, and Support Services Team.
Key relationships (external):	Primary School Principals and Boards of Trustees, Teachers, Ministry of Education (MoE), Ministry of Health (MoH), Sport NZ, Active Southland, Healthy Active Learning National workforce, and community partners (e.g., physical activity providers, social agencies, non-governmental organisations [NGOs], etc.).

Sport Otago Vision: Every Otago whānau active every day.

Sport Otago Purpose: To enhance individual and community wellbeing through physical activity.

Sport Otago Values

- **Edgy/Whakākarangi:** To stand out from others. Modern, adaptive, innovative, tenacious, at the forefront, experimental, push the boundaries.
- **Open/Pono:** Being welcoming and accepting, honest, open to new ideas, willing to learn, vulnerable, embracing diversity, having integrity.
- **Connected/Tūhono:** Collaboration, partnership, teamwork, nurturing, maintaining, promoting and building our staff and communities strengths, looking after our people, respect for each other and those we interrelate with – kotahitanga.
- **Excellence/Hiranga:** Being the best we can be, being evidence based, always producing high quality work, having high standards, our whānau live the organisations values and possess required skills, our practices keep our whānau safe and healthy.

He rōpū tina tika mātou e tautoko ana, a wero ana ki a mātou anō hei autaiā.
He tangata, he tangata.

We are a friendly, inclusive team who support and challenge each other to be extraordinary.
It is people, it is people.

Healthy Active Learning

Healthy Active Learning is a collaborative government wellbeing initiative between Sport NZ, the MoH, and the MoE. It aims to support schools and kura to improve the wellbeing of tamariki through healthy eating and drinking, and quality physical activity. Sport NZ is partnering with Sport Otago to employ a workforce to support schools and kura to:

- Understand and recognise the value of the Health and Physical Education (HPE) and Hauora curriculum.
- Create an environment that supports and promotes quality play, sport, and physical activity.
- Support teachers and Kaiako to be confident and capable in delivering the Health and Physical Education and Hauora curriculum.
- Create a healthy food and drink environment.
- Make well informed decisions when engaging with external providers.
- Strengthen their connections with the wider community, including whānau and local health and physical activity providers.

Purpose of Position

Our Healthy Active Learning Advisors are responsible for the implementation of the Healthy Active Learning initiative in selected schools across Otago.

They will maintain a portfolio of between six to ten primary schools. Developing and maintaining strong meaningful relationships with school and kura principals and senior staff is a critical component of this role. They will work with Boards of Trustees, Principals, and senior staff at these schools and kura to provide advice and customised support around the strategy, planning, and development of systems that contribute to an active and healthy school.

They will support school leaders and teachers to better plan and implement the HPE and Hauora curriculum, identify, develop, and implement opportunities for quality physical activity experiences for tamariki (in school and in the community), and advise on how to establish healthy behaviours and environments through supporting the adoption of healthy food and water-only policies.

They will build connections with the wider school community such as whānau and local health and physical activity providers to ensure a connected and coordinated approach to health and wellbeing outcomes for our tamariki. This includes advocating for quality school and community play, sport, and physical activity experiences for tamariki.

KEY TASKS	OUTCOMES
Relationship Management	<p>Develop and nurture partnerships with schools and kura, specifically with Boards of Trustees, Principals, and senior staff of selected schools and kura.</p> <p>Establish and maintain close working relationships with appropriate MoH and MoE staff to ensure a coordinated approach to the development, implementation, sustainability, and effectiveness of Healthy Active Learning within Otago.</p> <p>Work collaboratively with Active Southland Healthy Active Learning staff for the wider benefit of Healthy Active Learning across Otago/Southland.</p> <p>Develop key contacts within the school/kura community, e.g., Councils, tertiary providers, play providers, community providers, active recreation providers, clubs and regional sport organisations, social agencies, and health providers.</p> <p>Positively share, contribute, and collaborate with other national Healthy Active Learning networks.</p>
Initiative Delivery – School/Kura Implementation	<p>Engage and work with Boards of Trustees, Principals, and senior staff of selected schools and kura to connect Healthy Active Learning to achievement challenges and strategic educational outcomes.</p> <p>Provide relevant and up to date HPE and Hauora curriculum knowledge, as well as planning, teaching, and assessment strategies that support student engagement and achievement.</p> <p>Utilise and deploy HPE and Hauora curriculum resources available when and where appropriate to support quality planning and delivery.</p> <p>Understand and promote the value of physical activity for the holistic wellbeing of tamariki.</p> <p>Support schools/kura to identify how to enhance and support their teachers and student’s wellbeing through physical activity.</p> <p>Work with the school/kura communities (staff, students, and parents/caregivers) to encourage, support, and enable healthy eating and water-only policies and environments, including integrating healthy eating and water-only messages into HPE and Hauora teaching where appropriate, and modelling appropriate behaviours when on school/kura premises.</p> <p>Use best practice evidence and insights to challenge traditional behaviours and delivery models to meet the needs of tamariki through relevant and improved play, sport, and physical activity.</p> <p>Support the planning and implementation of a wide range of opportunities and experiences such as co-curricular and extra-curricular sport and physical activity events and competitions.</p>

Advise and support effective recruitment, retention and recognition of coaches, officials, and managers to support quality play, sport, and physical activity.

Advocate for an increase in awareness, knowledge, and understanding of time, place, and permission to enable quality play opportunities.

Advocate and support schools and kura to adopt best practice health and safety and risk management protocols.

**Initiative Delivery –
Community Connection**

Support schools and kura to scope, identify, and access community resources, assets, and providers to add value to quality play, sport, and physical activity opportunities.

Support communities to engage and connect with schools and kura to provide quality play, sport, and physical activity opportunities.

Advocate for and support local communities, including whānau, territorial authorities, and local health and physical activity providers to engage and connect with school and kura to provide quality play, sport, and physical activity opportunities.

Support schools and kura to be valuable members of a community play system.

Assist and empower schools and kura to make well informed decisions when using external providers within their education setting.

**Initiative Reporting and
Accountability**

Ensure internal and external reporting requirements for Healthy Active Learning are completed in line with organisational and stakeholder expectations.

Commit to the Healthy Active Learning evaluation plan through supporting and coordinating the implementation of agreed evaluation processes.

Best Practice

Ensure the philosophies and principles underpinning Healthy Active Learning are applied, including the integration of Sport Otago's Regional Leadership Approach encompassing Physical Literacy, Locally Led, and Insights and Evaluation.

Ensure the Treaty of Waitangi and its principles of Partnership, Protection, and Participation are acknowledged and reflected in the implementation of the initiative.

Ensure all decisions and behaviours are inclusive and embrace diversity across the wider school and kura community through commitment to social justice, equity, and equality.

Mitigate and openly communicate any possible risks or incidents that have the potential to bring Sport Otago, Sport NZ, and/or invested partners into disrepute.

Actively collaborate with the wider Sport Otago team, establishing a good working knowledge of other programmes and initiatives, and adding value to these workstreams via the integration of Healthy Active Learning.

Person Specification

- Experience working with or within schools and/or kura.
- An understanding of the operating models in primary and intermediate schools and/or kura.
- Knowledge of the systems, structures, and operating models that underpin the education, sport, active recreation, and play sectors across Aotearoa.
- Knowledge and understanding of the New Zealand Curriculum and/or Te Marautanga o Aotearoa.
- Knowledge and understanding of how the sport and education sectors interact to deliver PE, sport, active recreation, and play opportunities for tamariki.
- Knowledge and understanding of Sport NZ's strategies and approaches, specifically the insights, physical literacy, and locally led approaches.
- Experience in planning, coordinating, and implementing quality play, sport, and physical activity opportunities and experiences for tamariki.
- Knowledge of, and commitment to, the Treaty of Waitangi.
- A positive disposition towards quality physical education and the importance and value each have on the health and wellbeing of tamariki.
- Exceptional relationship building skills, accompanied by a high level of emotional and social intelligence.
- Exceptional interpersonal skills with proven experience working with principals, teachers, community providers, and tamariki.
- Thorough knowledge and understanding of effective pedagogical strategies, specifically culturally responsive and active pedagogies.
- The ability to be a critical practitioner by applying an inquiry approach to constantly evaluate effectiveness and impact.
- Experience in planning, managing, and prioritising multiple and competing tasks and projects to meet deadlines and produce quality results.
- A high level of verbal and written communication skills, with the ability to engage and communicate effectively to a wide range of stakeholders and audiences.
- A track record of handling confidential and sensitive matters with exemplary discretion and professionalism
- Awareness of the wider social and political context in which Regional Sport Trusts operate.
- Experience in designing and facilitating professional learning and development opportunities.
- Experience in influencing attitudes, behaviours, and processes.
- Fosters a team spirit through a collaborative and cooperative approach to work.
- Be innovative, a self-starter, and a problem solver who loves a challenge.
- Be able to work flexible hours.
- Have a sound working knowledge of Microsoft computer programmes.
- A commitment to ongoing professional development.
- A personal philosophy aligned to the purpose, values, and culture of Sport Otago.
- Current Driver License.

