

Application for a Teaching Position

Akomanga Teina Kaiako | Years 0–3 Māori-medium

Full-time fixed-term parental leave cover

Thank you for your interest in joining Te Kura o Waihārara. Please complete this form personally and return it with your curriculum vitae and covering letter by the advertised closing date. Information provided will be used only for recruitment, appointment and required safety-checking purposes.

Position	Akomanga Teina Kaiako Years 0–3
Employment status	Full-time fixed-term parental leave cover
Start date	2 February 2027
Anticipated end date	1 August 2027, subject to the incumbent's parental-leave arrangements and the terms of the employment agreement

1 Applicant details

Full legal name	Preferred name
Postal address	
Mobile phone	Email address
Current position	Current employer
Date available to begin	

2 Eligibility to work and teacher certification

- ☐ I am a New Zealand or Australian citizen.
- ☐ I hold New Zealand residence or a current visa that permits me to undertake this work.

If applicable, visa type and expiry date:

Teaching Council registration number	Practising certificate expiry date
Certificate status ☐ Tūturu Full ☐ Pūmau Provisional ☐ Other: _____	Ministry of Education number

Conditions, endorsements or limitations relevant to your practising certificate, if any

3 Qualifications and professional experience

List your relevant qualifications below or write 'see CV'. The appointment panel may request original or certified evidence from the preferred candidate.

Qualification	Provider	Year completed

Please include your employment history in your CV, including dates, positions, employers and an explanation of any significant gaps.

4 Suitability for this position

Please respond briefly below or provide a separate statement addressing these areas.

a. Describe your experience teaching tamariki in Years 0–3, including foundational literacy and pāngarau.

b. Describe your proficiency in te reo Māori and experience teaching through te reo Māori or in Māori-medium settings.

c. How do you build mana-enhancing relationships with tamariki, whānau, hapū, iwi and colleagues?

d. Give an example of inclusive, hands-on practice that supports diverse and neurodiverse learners.

e. How would you uphold Ako, Kaitiakitanga and Rangatiratanga in your practice?

5 Referees

Provide three professional referees. At least one should be your current or most recent employer or professional leader. Referees should not be relatives. We will seek your agreement before contacting anyone not listed below.

Referee	Name	Role and organisation	Relationship to you	Phone	Email
1					
2					
3					

☐ I authorise Te Poumarumaru or its nominated representatives to contact the referees listed above and receive information relevant to my suitability for this position.

☐ Please do not contact my current employer unless I am shortlisted and have given further agreement.

6 Safety and suitability declarations

Answer each question truthfully. A 'Yes' response does not automatically exclude you; please attach relevant details in confidence. You do not need to disclose convictions concealed under the Criminal Records Clean Slate Act 2004, except where that Act does not apply.

Question	Yes	No
Have you been convicted of an offence in Aotearoa New Zealand or overseas that you are legally required to disclose?	☐	☐
Are you currently facing criminal charges or awaiting sentencing in Aotearoa New Zealand or overseas?	☐	☐
Have you ever been the subject of a substantiated concern, investigation, disciplinary process, competency process or professional conduct matter relevant to teaching or child safety?	☐	☐
Are you currently subject to any Teaching Council, employer or other professional restriction or investigation relevant to this position?	☐	☐
Is there any other matter that could affect your suitability to work safely with children or perform the responsibilities of this position?	☐	☐

If you answered Yes, please attach details or note them here:

7 Ability to perform the role

Are you able to perform the key responsibilities of this position safely and effectively, with or without reasonable accommodation?

☐ Yes

☐ No

☐ I would like to discuss reasonable accommodation or support.

You are not required to disclose a diagnosis. If you wish, describe any workplace adjustment that would support you to perform the role:

8 Identity and safety checking

The preferred candidate will be required to complete all statutory children's-worker safety checks. This includes verification of identity and right to work, a New Zealand Police vet, confirmation of Teaching Council registration and practising certificate, and risk assessment. Original identity documents must be presented when requested.

9 Privacy statement

Te Poumarumaru o Te Kura o Waihārara collects the information in this form to assess your application, verify your suitability and complete lawful recruitment and safety-checking requirements. Information may be shared only with people authorised to support the appointment process and with relevant agencies where verification is required or authorised. It will be stored securely and retained or disposed of in accordance with the Privacy Act 2020 and applicable public-records requirements. You may request access to, or correction of, your personal information by contacting the Tumuaki.

10 Applicant declaration

☐ I have completed this application personally, and the information supplied in this form, my CV and supporting documents is true, complete and not misleading.

☐ I understand that relevant information may be verified and that materially false or omitted information may result in withdrawal of an offer or termination of employment.

☐ I know of no undisclosed reason why I would be unsuitable to work with children or unable to meet the requirements of this position.

☐ I understand that any appointment is subject to satisfactory reference checks, safety checks, proof of identity and right to work, and verification of registration and qualifications.

Applicant's full name	Date
Signature	Electronic applications: typing your full name here confirms this declaration

Application checklist

☐ Completed application form

☐ Curriculum vitae

☐ Covering letter

Email applications and enquiries to: principal@waiharara.school.nz | Phone: 021 221 4155