



CHOOSE TO BE MORE *Whiriwhiria kia eke panuku*

Dear Applicant

Year 7 & 8 Collaborative Teacher: (0.4 fixed-term)
28 January – 16 December 2022

Thank you for indicating your interest in a teaching position at Clarkville School.

Clarkville School is a future focused learning environment with a vision for developing learners who 'Choose to be more'. Our Wellbeing and Learning Model promotes student flourishing and authentic learning. Our learners enjoy time to develop self-regulation skills, harnessing agency and a love of learning.

Our teachers have developed highly collaborative practice, both within their teams and across the school. Creativity and innovation are valued alongside best practice.

Clarkville is a wonderful community to be a part of! We laugh a lot, work hard, communicate effectively and are focused on improving educational outcomes at all times. Most importantly the learners are the centre of this world.

The successful applicant will have the opportunity to work in a school with a very positive reputation in the community, a very proud history and a very exciting future.

We look forward to hearing from you in due course.

Yours sincerely

Juliana Rae

Principal

principal@clarkville.school.nz

03 327 8218

Position Details and Requirements

What do we require?

- A letter of application which relates your experience and passions to our strategic beliefs and school values (attached)
- Your CV and the
- Completed Application for Employment form

Please email your application to admin@clarkville.school.nz by 4:00pm on 14 November 2021.

Timeline:

Sunday 14 November 2021

Applications close 4:00pm

Monday 15 November 2021

Short List applicants advised

Thursday 18 November 2021

Interviews

January 2022

Position Commences

Strategic Plan 2021 - 2023

Mission

To grow people who care, know themselves, question and make things happen through collaboration to become relentless learners and global citizens.

Vision

Choose to be more
Whiriwhiria kia eke panuku

Values

Boldly Me



Know, accept and respect myself

Be bold and bright

Have a voice

Act with integrity

Reflect and grow

Self-belief, self-knowledge

Positive Relationships



Seek to understand and accept others

Be kind and caring

Respect others

Be effective collaborators

Relationships

Agents of Change



Lead others by modelling the way

Make a difference in my world

Look for opportunities to serve others

Role model, leadership, taking action, service

Experts at Discovery



Develop a growth mindset to take risks

Harness my curiosity for inquiry

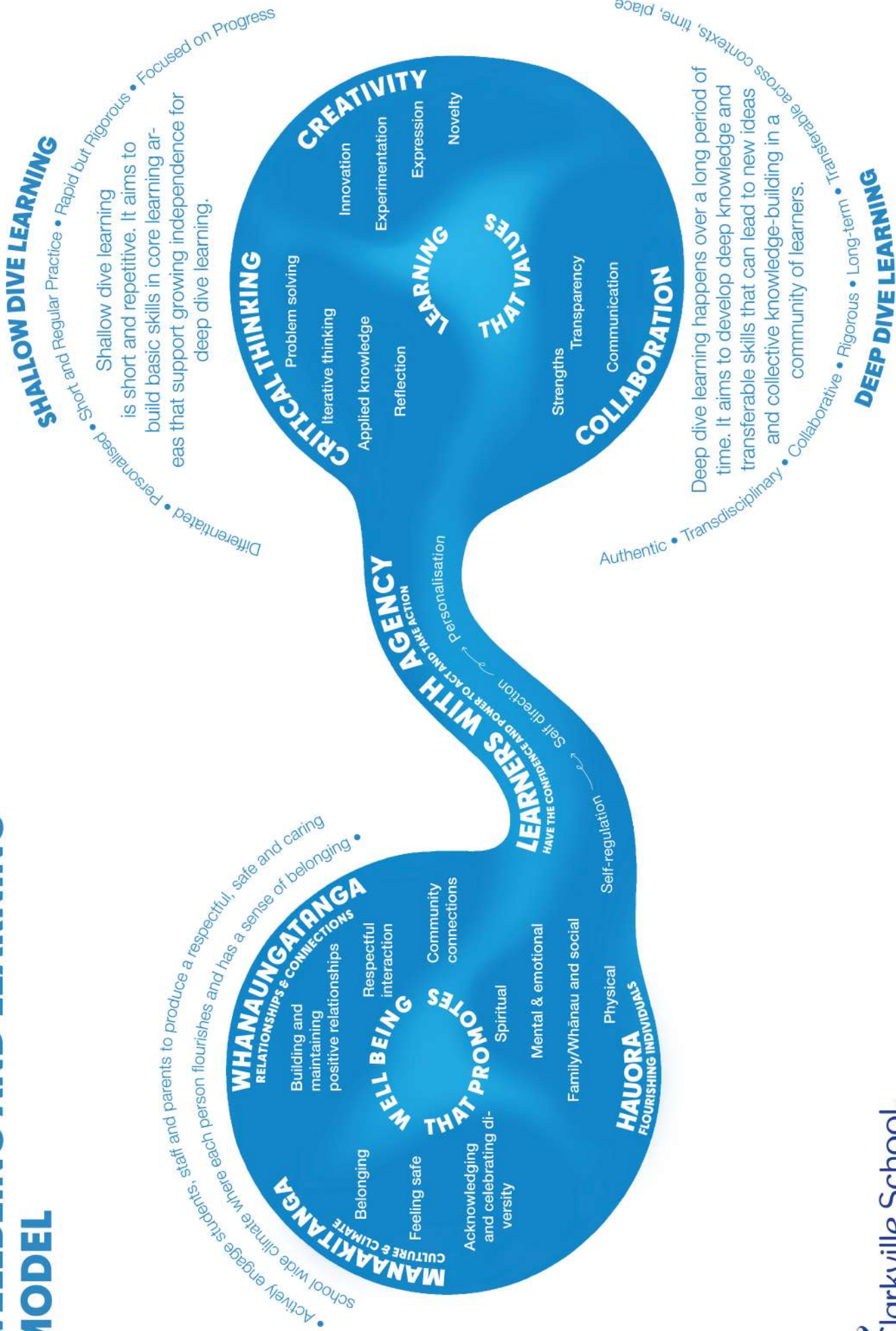
Think deeply to solve problems

Be a creator

Communicate effectively

Learning

WELLBEING AND LEARNING MODEL





Wellbeing and Learning Model

The Clarkville Wellbeing and Learning Model summarises our current practice and our direction for the future. Visually representing our approach to wellbeing and learning provides our community with a focus for dialogue that is intended to promote common language and understanding for all stakeholders.

Our goal is to grow learners who have agency - that is, the confidence and power to act and take meaningful action. Agency requires self-knowledge and social awareness. It relies on a strong foundation of literacy and numeracy that can support self-directed and personalised learning. We develop agency through powerful learning experiences, with the support of caring teachers.

Wellbeing is essential to learning and requires our attention to the wellbeing of each individual, our relationships and our community. It is our goal to:

- create a welcoming, caring and creative learning environment that treats everyone with respect and dignity
- engage in positive and collaborative relationships with our learners, their families and whanau, our colleagues and the wider community
- encourage the good health, personal identity and self-awareness of each child so that they may flourish

Our approach to learning values critical thinking, creativity and collaboration to help us understand the world around us and prepare us for a world that is constantly changing. The ability to think critically helps us to navigate the world with clarity, accuracy, depth and fairness. A student who thinks critically will be able to problem-solve, analyse, evaluate and reflect when they engage in learning experiences. Creativity allows us to apply our knowledge and skills to make something new or find solutions to problems. It is the key to expressing our identity, culture and language. Collaboration acknowledges the social nature of learning and promotes learning that is interactive, meaningful and joyful.

Organising our learning through shallow and deep dive opportunities enables us to attend to the important development of essential skills in literacy and numeracy and create time for deep, authentic learning.

The Wellbeing and Learning Model informs our annual plan.

Application for Employment

Important Notes for Applicants

Thank you for applying for a position with our school. Please ensure you have a copy of the Application Letter & Requirements before completing this application.

1. Please complete this form personally. First, read it through, then answer all questions and make sure you sign and date where indicated on the last page.
2. Attach a curriculum vitae (CV) containing any additional information.
3. Copies only of qualification certificates should be attached. If successful in your application you will be required to provide the originals as proof of qualifications.
4. If you are selected for an interview you may bring whānau/support people at your own expense. Please advise if this is your intention.
5. Failure to complete this application and answer all questions truthfully may result in any offer of employment being withdrawn or appointment being terminated, if any information is later found to be false.
6. All applicants will be required to give consent to a Police vet.
 - a) Applicants may not be employed as a children's worker if they have been convicted of a specified offence listed in Schedule 2 of the Vulnerable Children Act 2014, unless they obtain an exemption. The Criminal Records (Clean Slate) Act 2004 will not apply to these specified offences and these offences will be included in your Police vetting results.
 - b) The Clean Slate Act provides certain convictions do not have to be disclosed providing:
 - you have not committed any offence within 7 consecutive years of being sentenced for the offence
 - you did not serve a custodial sentence at any time
 - the offence was neither a specified offence under the Clean Slate Act 2004 nor a specified offence under the Vulnerable Children Act 2014
 - you have paid any fines or costs

Please note that you are not obliged to disclose convictions if you meet the above conditions but can do so if you wish. If you are uncertain as to whether you are eligible contact the Ministry of Justice.

7. Shortlisted applicants being interviewed will need to provide originals of both a primary identity document (e.g. passport) and a secondary identity document (e.g. New Zealand driver license). A list of acceptable primary and secondary documents is available in the last sections of the Vulnerable Children Regulations 2015.
8. This application form and supporting documents will be held by the board. You may access these in accordance with the provisions of the Privacy Act 1993. If you have any queries, please contact the person cited in the advertisement.

Application for Employment: Declaration Form

Thank you for applying for a position with our school.

- Please ensure you complete this form personally. Include this form with your application.
- This declaration form and supporting documents will be held by the school. You may access it in accordance with the provisions of the Privacy Act 1993. If you have any queries, please contact the person cited in the advertisement.

Personal Details

Full Name: [Click here to enter text.](#)

Are you known by any other name(s)? (if yes, please provide below)

Yes / No

[Click here to enter text.](#)

Maiden Name (if applicable): [Click here to enter text.](#)

Full postal address: [Click here to enter text.](#)

Email address: [Click here to enter text.](#)

Contact telephone numbers: [Click here to enter text.](#)

Educational Qualifications

TEACHING QUALIFICATIONS relevant to the position	DATE AWARDED

Employment History

Please list your work experience for the last five years beginning with your most recent experience. Please explain any gaps in employment. If you were self-employed, give details. Attach additional sheets if necessary.

SUMMARY OF POSITIONS HELD <small>commence with current position</small>		
School/Institution	Position/Class(es)	Period of employment

Referees:

Name	Organisation	Position/ Relationship	Daytime phone number	Cell phone
Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.
Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.
Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.

Authority to approach other referees

I authorise the Board, or nominated representative, to approach persons in addition to 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 Teaching Council of Aotearoa New Zealand 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

Identity Verification, Criminal Record and Right to Work

Shortlisted applicants being interviewed will need to provide originals of two types of identification (one photo ID, eg passport or New Zealand driver licence, and the other a record ID, eg birth certificate).

Immigration information: Are you a New Zealand citizen?	Yes / No
If not, do you have resident status, or	Yes / No
A current work permit	Yes / No
If "Yes", please detail: Click here to enter text.	
Teacher registration: Teacher registration number: Click here to enter text. Expiry: Click here to enter text. Status: (full/provisional/subject to confirmation): Click here to enter text.	
Have you ever received a police diversion for an offence? If "Yes", please detail: Click here to enter text.	Yes / No
Have you ever been convicted of a driving offence which resulted in temporary or permanent loss of	Yes / No

<p>licence, or imprisonment?</p> <p>If "Yes", please detail: Click here to enter text.</p>	
<p>Have you been convicted of or charged with any criminal offence in the last seven years?</p> <p>If "Yes", please detail: Click here to enter text.</p>	Yes / No
<p>Are you awaiting sentencing or have charges pending?</p> <p>If "Yes", please state the nature of the conviction/cases pending: Click here to enter text.</p>	Yes / No
<p>Have you ever been the subject of any concerns or complaints involving the safety of students, children or vulnerable adults?</p> <p>If "Yes", please detail: Click here to enter text.</p>	Yes / No
<p>Have you had any injury or medical condition caused by a gradual process, disease or infection, such as occupational overuse syndrome, back injury or strain, stress or repetitive strain injuries, which the wide range of tasks of this position may aggravate or contribute to?</p> <p>If "Yes", please detail: Click here to enter text.</p>	Yes / No
<p>Have you suffered from any other medical or health conditions, or injury, affecting your physical or mental health which may impact on your ability to effectively and safely carry out the wide range of tasks, functions and responsibilities required of this position?</p> <p>If "Yes", please detail: Click here to enter text.</p>	Yes / No
<p>Do you take any medications, either prescribed by a medical practitioner or self-prescribed, that may affect you in the functions of the role?</p> <p>If "Yes", please detail: Click here to enter text.</p>	Yes / No
<p>Is there any further medical, dietary or other information that you wish to share?</p> <p>If "Yes", please detail: Click here to enter text</p>	Yes / No
<p>In addition to other information provided, are there any other factors that we should know to assess your suitability for appointment and your ability to do the job?</p> <p>If "Yes", please elaborate: Click here to enter text.</p>	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: [Click here to paste signature.](#)

Date: [Click here to enter text.](#)