

Application Pack - Scale A Teacher - Fixed Term Position

16 July 2021

Dear applicant,

Thank you for your interest in this fantastic opportunity at College Street Normal School.

Please ensure your application includes the following:

- Completed application form
- Curriculum Vitae
- Covering letter (which describes how you meet the key tasks, professional and personal criteria outlined below)

All applications must be marked "Confidential - Job Application" and reach us no later than 3pm on Friday 30 July, 2021. Please enclose a self-addressed envelope if you would like your CV returned.

Applications should be sent to:


office@csn.school.nz

Or dropped off or sent to:

The Principal
College Street Normal School
402 College Street
Palmerston North 4410

Please feel free to contact me at any time if you have any questions. Further information can be gained by viewing our school's website.

All the very best with your application!



Simon Marshall
Principal
College Street Normal School

Advertisement:**Scale A Teacher - Fixed Term Position**

Do you want to work in an exciting, future-focused and successful school that takes learning to the next level? We seek a highly motivated and innovative classroom teacher, who is passionate about children and their learning. This is an exciting opportunity for a passionate educator who is keen to learn, teach and grow in a collaborative team environment. If you are a person who sees themselves as a learner, is a great communicator and can develop positive relationships, we want you!

Ideally, you will have had experience working with Year 4 learners, as this will be the year group you will be teaching and learning with if successful. You will have a good understanding of current teaching and learning pedagogies and will be someone who can spark learners' imagination, develop a love of learning and learner agency and can work closely with another teacher as you will be teaching collaboratively in a shared space. You will have a great sense of humour and will be able to show that you can build positive relationships with learners, whānau and our team. You will be able to demonstrate that you are reflective about your practice and are open to feedback/feedforward.

Please see attached for an application pack. Applications close Friday 30 July at 3pm.

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Vacancy Details:

Position: Teacher - Fixed Term
Level for 2021: Year 4

Applicants need to be able to show they have the following attributes, as well as those described in [Our Code, Our Standards](#)

Key Tasks:

- Plan, teach and assess aspects of the classroom programme alongside another teacher in a collaborative environment
- Play a full role in the school's activities
- Be a collaborative team player

Professional:

- Have relevant teaching experience
- Understand philosophy behind effective maths and literacy teaching and learning
- Be competent in using e-learning tools as part of the learning process.
- Be able to develop student agency
- Conversant in a range of future focused teaching and learning strategies
- Use learner voice and choice to personalise learning for students
- Build strong learning focused relationships with students
- Understand and implement a range of culturally responsive practices

Personal:

- Loyal to the school and its vision and values
- Able to show and take initiative in and across the school
- High expectations for yourself and learners
- Motivated to improve own practice through a growth mindset
- Eager to explore new ideas and embrace change
- Flexible and adaptive in response to known and emerging student needs
- Lead with one voice through the school's agreed approaches and direction
- Maintain confidentiality
- Positive and a good sense of humour

Timeline:

- Friday 16 July - Position is advertised.
- Friday 30 July at 3pm - Position closes.
- Monday 2 August - Shortlisting takes place.
- Wednesday 4 August - Successful candidates contacted.
- Thursday 5 August - Unsuccessful candidates contacted.
- Monday 9 August - Likely date for interviews.
- Tuesday 10 August - Successful candidate notified.
- Wednesday 11 August - Unsuccessful candidates notified.
- By negotiation but no later than Monday 18 October - Position begins.
- Friday 17 December 2021 - Position finishes.

Application Pack - Scale A Teacher - Fixed Term

This form is to be completed and sent with a covering letter and Curriculum Vitae.

Surname	First Name

Full postal address

Contact phone numbers		
Mobile	Home	Work
Email		

Qualifications					
Teaching Qualification/s					
Awarding Institution/s					
Practising Certificate	STC	Provisional	Full	Expiry Date	Number
Higher Teaching Qualification? (if yes, provide details)					

Present Employment	
Employer	
Position Held	
Time in position	

Employment History (VCA requirement, please complete for the last 5 years)			
Position	Class Level	School	Reason for Leaving

Referees (please supply the names of at least two referees who can attest to your performance)				
Name	Role	Contact Phone Numbers		
		Mobile	Work	Home

Equal Employment Opportunities

Staff are asked to complete the following information so that we are able to update our EEO database of current school employees. This information will be held for no purpose other than meeting legislative purposes.

Gender	Male	Female
Date of Birth		
Ethnic Identity (please tick one or two boxes that best describe you)		
New Zealand European	Māori	Pacific Islands (eg: Samoan, Niuean, Tongan, Fijian, Cook Island, Tuvalu)
Asian	Other:	
Do you live with the effects of a long term injury, illness or disability?	Yes	No
If yes, what does your injury, illness, disability affect?		
movement	vision	respiration
hearing	speech	mental health
Other (please specify)		
Do you need technical aids, equipment or adaptations to your workplace, to make your work easier or to increase your work performance?		
If yes, please provide details	Yes	No

Declaration		
Have you ever been convicted of any offence against the law (apart from minor traffic convictions) or otherwise know of any reasons why you should not be employed to work in the school environment.	Yes	No
If you answered yes, please provide the date and details of the offence, or other reasons, together with any comments you wish to make:		
I am currently registered as a New Zealand Teacher	Yes	No
I agree that the College Street School Board of Trustees, or a representative, may contact the persons named as referees to provide references and to make inquiries of others as necessary to further this application. I agree that this may also mean contacting any people who aren't named in a reference that I have submitted within my CV.	Yes	No
The information given in this application is confidential and will only be used for the purpose of this application. I understand that I can have access to this information upon written request.		
I _____ declare that to the best of my knowledge, the answer to the questions in this application are correct. I understand that if any false information is given or any material fact suppressed, I may not be appointed, or if employed, I may be dismissed.		
Signed	Date	