



# St. Oran's College

## Physical Education/ Wellbeing and Health Teacher

Full time (1 FTTE)/ Fixed term  
(Maternity) Position – starting 29/04/2019

## Information Package for Applicants

## Information for Applicants:

**Physical Education/Health/Wellbeing teacher, full time, fixed term position until the end of 2020 (maternity leave), commencing Term 2, 2019, start date 29/04/19 - suitable for a beginning teacher**

St. Oran's College is a Year 7 - 13 girls' school in Lower Hutt. We seek an innovative and effective teacher of physical education with the ability to teach up to NCEA Level 3. An ability and skill to teach health in the junior school is also required. Experience and strength in EOTC would also be beneficial. Applicants should have a willingness to contribute to our co-curricular programme and support the special character of our college.

Application packs are available on the college website,  
<http://storans.school.nz/our-community/vacancies-1>

For further information about the position contact Jeanette Duffy, Principal, (04) 9391260, ext 824.

Applications should include a CV, a covering letter and a completed application form and should be emailed to [cwildon@storans.school.nz](mailto:cwildon@storans.school.nz)

Applications close on Friday 8 March, 12 noon

### Timeline for appointment:

Applications Close	Friday 8 March, 12 noon
Applicants advised of shortlisting	By Wednesday 13 March
Interviews held	Week beginning Monday 18 March
Appointment made	As soon after interviews as possible



**ST ORAN'S COLLEGE**  
**Person Specification – Teacher**

**TENURE:** Full-time / Fixed term (Maternity Leave)

**RESPONSIBLE TO:** Principal

<b>PERSON SPECIFICATION</b>	
1.	Be academically qualified for the position and be currently registered with a practising certificate.
2.	Have a sound knowledge of current curriculum developments to teach Physical Education up to Level 3 NCEA and Health at the Year 7 – 10 level.
3.	Be able to create a learning environment that meets the needs of a wide range of learning abilities.
4.	Knowledge and experience of National Standards would be beneficial, as our reporting of student data is currently on a similar basis.
5.	Possess skills in ICT and be able to use ICT to enhance the teaching/ learning.
6.	Be well organised and able to work to deadlines
7.	Be willing to be involved in out of school events.
8.	Recognise the worthwhile role single sex schools play in the education for girls.
9.	Be willing to contribute to our co-curricular programme and support the special character of our college.
10.	Have a sense of humour and a passion for teaching.

- A generic job description for a Classroom Teacher and Tutor Group Teacher follows for your information.



**ST ORAN'S COLLEGE**  
**Classroom Teacher**  
**Job Description**

**TEACHER OF CLASS:** Physical Education, Health and Wellbeing

**TENURE:** Full time/ Fixed term (Maternity Leave)

**RESPONSIBLE TO:** Principal

<b>PRIMARY OBJECTIVES</b>	
1.	Exhibit the professional qualities of a teacher as described in the Professional Standards.
2.	Establish and maintain effective relations with students.
3.	Maintain a positive classroom learning environment.
4.	Maintain effective classroom discipline.
5.	Communicate and consult with parents when required.
6.	Plan and teach programmes which implement Department schemes which are linked to the National Curriculum requirements.
7.	Assess student achievement according to national standards.
8.	Record results and compile reports.
9.	Be aware of current educational developments and participate in staff development as appropriate.
10.	Participate in the schools Performance Management/Appraisal system.
11.	Be a useful and supportive member of the Faculty.
12.	Manage equitably the teaching resources available.
13.	Carry out effectively other administrative tasks as required.
14.	Carry out grounds duties / supervisions / relief as required.
15.	Participate in the wider life of the school / extra-curricular activities and be available for school-related meetings, functions, events when required.

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**ST ORAN'S COLLEGE**  
**Tutor Group Teacher**  
**Job Description**

**TENURE:** Full time/ Fixed term (Maternity Leave)

**RESPONSIBLE TO:** Principal

<b>PRIMARY OBJECTIVES</b>	
1.	Ensure all members of the Tutor Group receive appropriate pastoral care and discipline.
2.	Support the Special Character of St Oran's.
3.	Establish mentoring systems in the Tutor Group.
4.	Conduct personal interviews and establish personal plans annually for each Tutor Group member.
5.	Be involved with and support House activities.
6.	Monitor individual student's presentation / uniform, behaviour and absences.
7.	Co-ordinate reports and facilitate careers advice.
8.	Carry out all administrative tasks as required.
9.	Be the first point of contact in communications with parents.
10.	Attend Tutor Group sessions / assembly as and when required.
11.	Be available for Tutor Group activities / functions especially when involving parents.

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