

Dear Applicant

Enclosed is a comprehensive application package for the recently advertised permanent full-time teaching position for Marlborough Technology Centre located at Bohally Intermediate School. The position is to commence 24<sup>th</sup> August or by negotiation.

The Marlborough Technology Centre was built in 2000 on the Bohally Intermediate School site. It is a state of the art facility built to meet the delivery of '*Technology in the New Zealand Curriculum*' and is based on best practice seen in New Zealand. It presently has a roll of 1100 Year 7 and 8 students. Over five hundred students currently attend Bohally Intermediate with the remaining students attending the other full primary schools located within Marlborough.

The Centre has a teaching staff of 9, including the Associate Principal/Centre Manager.



We seek an innovative and creative teacher who can support, implement and add value to the Centre's vision. The successful applicant to the permanent position will be encouraged to be innovative and flexible in method and style, selection of context, and use of new technologies to support student learning.

A summary application form is provided for all applicants to complete. A detailed personal CV which expands on the summary form and responds to the 'Person Specification' outline should be included in your application.

Reimbursement of interview expenses will be discussed with each shortlisted applicant.

Mr Paul Sainsbury (Associate Principal/Centre Manager) is more than happy to answer any questions that you may have, or host you on a tour of the Technology Centre should you wish to visit.

Enclosed within this package:

- Background Information
- Appointment timeframe
- Summary application form
- Person specification
- Application requirements

# Marlborough Technology Centre

## Background Information

Prior to the opening of the Marlborough Technology Centre in September 2000, Year 7 and 8 students in the Marlborough district either attended classes held at the Manual Training Centre in Nelson Street or at Bohally Intermediate School. These two facilities were in need of refurbishment, a situation which was accentuated with the introduction, in 1995, of the new Technology Education Curriculum. The new curriculum introduced technological areas that could not be covered in the existing rooms together with a different approach to teaching and learning. It was also clear that units of work covered more than one technological area and often required teachers to work together and students to use knowledge and skills from a wide range of sources. With the decision by the Ministry of Education to build one facility for all Year 7 & 8 students in the Marlborough district situated on the Bohally Intermediate site, the resources could be pooled and a facility that catered for all the technological areas and the different requirements of the curriculum could be purpose-built.

The Marlborough Technology Centre opened in September 2000 and presently caters for 1100 Year 7 & 8 students. It has nine teaching spaces and a planning room. The planning room is situated in the middle of the Centre off an internal street. There are two food technology rooms, a biotechnology room, a video production unit, two spaces for materials technology, a small electronics room, a robotics room, and a digital technology/coding space.

The Marlborough Technology Centre is well advanced and has a strong reputation of being highly innovative. We often receive requests from other schools around NZ to visit the centre. The centre is well resourced which includes;

- 3D printers
- a laser cutter
- extensive video production equipment
- modern robotics equipment
- modern digital equipment (e.g. devices for digital technology/coding)

## The Marlborough Technology Centre Development Plan

### **Vision**

To provide an inspirational environment where students and the Community can explore technologies and are empowered to achieve their personal best through creativity and innovation.

### **Goals**

- To deliver excellent technology programmes and quality teaching that inspires students.
- Prepare our students to be discerning and informed in our technological world.
- Give students practical skills and knowledge in a variety of technological areas as they develop and evaluate outcomes.
- Successfully implement the new technology curriculum.

### **Values**

#### ***To provide an environment that:***

- values personal relationships and promotes respect for staff and students. (language, attitude, dress, gratitude, honesty, right to learn)
- fosters quality learning that encourages independence, competence, enthusiasm and confidence for life long learning.
- encourages students to become responsible for their own actions, decisions and outcomes for the present and in preparation for their future in society.
- delivers equitable programmes and resources for all users of the Centre.
- delivers teaching programmes that ensures equity, and caters for and recognises each individual, and encourages excellence.
- creates motivation through the physical environment and resources to inspire students and staff to link MTC experiences with the wider world.

## ADVERTISED TEACHER POSITION (PERMANENT)

### MARLBOROUGH TECHNOLOGY CENTRE

#### Appointment Timeline (approximate schedule)

- Position advertised Friday 19<sup>th</sup> June
- Applications close 9am, Wednesday 1<sup>st</sup> July
- It is anticipated that short listed applicants will be notified by 5pm, Thursday 2<sup>nd</sup> July
- It is the intention of the Appointment Committee to hold interviews at the Marlborough Technology Centre. Dates to be confirmed with shortlisted applicants
- The starting date is the 24<sup>th</sup> August or by negotiation
- Note: The Board of Trustees has the right to re-advertise this position
- Please send your application to the following email address marking 'Confidential Technology Application' [paul@mtc.school.nz](mailto:paul@mtc.school.nz)

Mr Paul Sainsbury (Associate Principal/Centre Manager) is more than happy to answer any questions that you may have, or host you on a tour of the Technology Centre should you wish to visit. Phone: 021 237 4582

## SUMMARY APPLICATION FORM

**TO: The Associate Principal, Bohally Intermediate School**

*This form should be included in your application and emailed to the Associate Principal, Paul Sainsbury [paul@mtc.school.nz](mailto:paul@mtc.school.nz) (along with your covering letter and CV)*

**POSITION APPLIED FOR: Permanent Teacher Position – Marlborough Technology Centre**

**PERSONAL DETAILS:**

**Name:**

**Address:**

**Contact Phone Numbers**

**Home ( 0 )**

**Work ( 0 )**

**Fax ( 0 )**

**Cell ( 0 )**

**Email**

**Employment Summary:**

**Position**

**Workplace/Employer**

**Dates**

**REFEREES: (You must include your current Syndicate/Team Leader or Principal as one of your referees)**

**(1) Name:**

**Address:**

**Contact Phone Numbers**

**Home ( 0 )**

**Work ( 0 )**

**Fax ( 0 )**

**Cell ( 0 )**

**Relationship to Applicant**

**Email**

**(2) Name:**

**Address:**

**Contact Phone Numbers**

**Home ( 0 )**

**Work ( 0 )**

**Fax ( 0 )**

**Cell ( 0 )**

**Relationship to Applicant**

**Email**

**(3) Name:**

**Address:**

**Contact Phone Numbers**

**Home ( 0 )**

**Work ( 0 )**

**Fax ( 0 )**

**Cell ( 0 )**

**Relationship to Applicant**

**Email**

**PRIVACY ACT 1993 (To be signed by the Applicant)**

This Application is submitted with the understanding that any information given is for the use of the employer and their authorised representatives who may at any time have access to this information. Furthermore, consent is given for members of the Bohally Intermediate School Appointments Committee to make enquiries of my present or past employers or colleagues or any other person or organisation who may assist in establishing my suitability for the position.

**APPLICANTS SIGNATURE:**

**DATE:**

**DECLARATION:**

HAVE YOU EVER BEEN CONVICTED OF AN OFFENCE AGAINST THE LAW? (apart from summary offences) NO / YES  
If YES, please provide date and details of offence/s on a separate sheet. Please note that you may be asked to provide a copy of the relevant court records available from the registrar of the court concerned.

I solemnly and sincerely declare that to the best of my knowledge and belief the information given in this application and in my C.V. is correct.

**APPLICANTS SIGNATURE:**

**DATE:**

## PERSON SPECIFICATION

### Key Attributes:

The following key attributes will help with the development of questions for referee checks and for the interview process

1. Excellent **interpersonal skills** including, relating well to a range of people (staff and students), positive and proactive communication, **trustworthy**
2. Previous successful **teaching experience**
3. Previous experience and proven expertise in **Technology** in New Zealand Curriculum within a 21<sup>st</sup> Century and **future focused** pedagogical framework
4. A good understanding **modern teaching and learning pedagogy** (e.g. 'teaching as inquiry')
5. An overall complete **professional role model** with a **positive and optimistic** approach to the profession who exercises a sense of humour and demonstrates a 'can-do' attitude
6. Must have a reputation as a **positive and collaborative** team member
7. Have knowledge, understanding and a willingness to promote and ensure that **Culturally Responsive Practices** (including Te Reo Māori) are reflected within teaching and learning programmes
8. Demonstrate a positive and **flexible mindset**
9. Be **willing to support** the on-going development of the Tech Centre (e.g. curriculum innovation, **future focused mindset**)
10. Demonstrate **effective communication skills** in order to establish positive and professional working relationships
11. Demonstrates a high standard of **professional behaviour and integrity**

## **Position Application Requirements**

**Please submit a covering letter and detailed Curriculum Vitae with your Application clearly stating your strengths in relation to the Key Attributes within the Person Specification.**

Your application must be emailed to [paul@mtc.school.nz](mailto:paul@mtc.school.nz) before 9am, Wednesday 1<sup>st</sup> July.

### **In your detailed CV and covering letter please include the following**

1. Please comment on your ability to meet the Person Specification
2. Other than your 3 referees, you must include the contact details for the Principal of any school that you have worked at within the last 7 years (i.e. since 2013)
3. Your referees must be able to comment on your ability to meet the Key Attributes within the Person Specification
4. Please list all of your qualifications (verified copies will be required before an appointment can be offered to the successful applicant)