



# KATIKATI COLLEGE

“EVER TRYING EVER ONWARD”

April 2021

Dear Applicant,

Thank you for your interest in our Permanent, Full Time, English Teaching position at Katikati College commencing 3 May 2021 or by negotiation. We welcome applications for people to join our talented staff at the College.

Katikati College is a rural co-educational Year 7-13 College of nearly 850 students in the Western Bay of Plenty. The area is a popular location, close to beaches, the Kaimai Ranges and Tauranga. The climate is excellent and supports the horticulture industry which the area is famous for.

Katikati College enjoys a reputation for providing excellent educational opportunities for its students and teachers. In the junior school, our students benefit from a curriculum that supports and encourages the development of the Key Competencies, through authentic, contextually relevant learning experiences. The senior students consistently achieve academic results well above national means and they have a clear appreciation of their role in the learning process. ICT is well used to support teaching and learning with the school being well resourced with over 300 Computers, 12 Smart Boards and Data Projectors in every room. We are a BYOD school and have 150 laptops that teachers can book out for their classes. These have certainly enhanced the quality of learning experiences for our students.

Being part of the Katikati College Team will bring you great professional satisfaction. We are all learners at Katikati College, we are passionate about our students' achievement and enjoy a very collegial staff room atmosphere and excellent staff facilities.

Our college vision is to be *'An innovative learning community to maximise people potential'*, which is underpinned by the values of *Manaakitanga, Ako, Rangatiratanga, Kotahitanga.*

***'Make your MARK'***

- **Manaakitanga** - Kindness, Caring, Support, Integrity
- **Ako** - Teaching and Learning that is Collaborative and Reciprocal
- **Rangatiratanga** - Leadership, Ownership, Self Management, Self Determination
- **Kotahitanga** - Unity, Togetherness, Collective Action

Katikati College prepares our students to make their *'MARK'* on the world and to achieve success. Our vision and values help us to create a culture which ensures *'Katikati College is an innovative learning community where we act with integrity, have pride in who we are and what we believe and empower our learners to achieve personal excellence'*.

The college receives wonderful support from our community and being a Year 7-13 college means our students have a real ownership of learning community. Student leadership is enabled and nurtured with many opportunities for them to contribute to school community decisions. In addition, we offer effective PLD training and a range of leadership opportunities to our staff.

An application form is included which we ask you to complete and send in along with your CV and cover letter.

Yours sincerely,

Louise Buckley  
**ACTING PRINCIPAL**

**English Teacher**  
**Permanent, Full Time**  
**Commencing 3 May 2021 (or by negotiation)**

Our future focused, co-educational college is seeking a dynamic educator who wants to work collaboratively to design and deliver innovative learning programmes which allow individuals to achieve their personal best.

We are looking for staff who are willing to challenge the status quo, are passionate about learning and embrace technology and culturally responsive pedagogies to deliver effective teaching. Suitable for beginning teacher.

Please state all curriculum areas you can teach in.

Applications Close Friday, 30 April 2021 at 12 noon

Please send CV, Cover Letter and completed Application Form to Angela Macdonald, Principal's PA at [amacdonald@katikaticollege.school.nz](mailto:amacdonald@katikaticollege.school.nz)



**CONFIDENTIAL**

**Date of Application:** .....

## **APPLICATION FOR EMPLOYMENT**

**Note:** The completion of this form does not indicate that there is any obligation on the school to engage the applicant.

### **PURPOSE**

This information is collected for the purpose of assessing your suitability for employment at Katikati College. It is in your interests to supply a curriculum vitae in addition to the information sought here which should include a summary of achievements relevant to this position and a statement of your educational philosophy. A photograph is appreciated.

**Please Print:**

**POSITION APPLIED FOR:** \_\_\_\_\_

**YOUR NAME IN BLOCK LETTERS:** Mr Miss Mrs Ms

**SURNAME:** \_\_\_\_\_

**GIVEN NAMES:** \_\_\_\_\_

**Are you known by any other name(s)?** \_\_\_\_\_

**Give Details:** \_\_\_\_\_

**Date of Birth:** \_\_\_\_\_

**ADDRESS AND TELEPHONE NUMBERS:**

**NO. AND STREET:** \_\_\_\_\_

**SUBURB AND TOWN:** \_\_\_\_\_

**HOME PHONE NO:** \_\_\_\_\_ **WORK PHONE NO.** \_\_\_\_\_

**E MAIL** \_\_\_\_\_

**TEACHER REGISTRATION:**

Are you a Registered Teacher? **YES/NO**

Date of Expiry: \_\_\_\_\_ Registration Number: \_\_\_\_\_

Number of years' Teaching Experience \_\_\_\_\_

**EDUCATION** (including University, further education, etc. where applicable)

**Name of Secondary School(s) attended:                      From                      To**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**University Qualifications:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**College of Education Qualifications:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Other Qualifications/Certificates/Licences: (give details)**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**LANGUAGES:**

Can you speak any language other than English? \_\_\_\_\_

**EMPLOYMENT HISTORY:**

**Present or Most Recent Employer:**

**From To School:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Position (subjects taught)** \_\_\_\_\_

**Extra Curricular Activities:** \_\_\_\_\_

**Reason for Leaving:** \_\_\_\_\_

For the purposes of compliance with the Privacy Act 1993 do you consent to the school contacting your present employer for the purposes of reference checking?

**YES/NO**

Do you consent to the school contacting others you work with for the purpose of reference checking?

**YES/NO**

**Next Most Recent Employer:**

**From To School:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Position (subjects taught)** \_\_\_\_\_

**Extra Curricular Activities:** \_\_\_\_\_

**Reason for Leaving:** \_\_\_\_\_

**Next Most Recent Employer:**

**From To School:** \_\_\_\_\_

**Address** \_\_\_\_\_

**Position (subjects taught)** \_\_\_\_\_

**Extra Curricular Activities:** \_\_\_\_\_

**Reason for Leaving:** \_\_\_\_\_

Attach another sheet if necessary to complete employment history.

**Have you fulfilled all the contractual obligations of your present position?**

YES/NO

**REFEREES: Give name, address and telephone numbers of at least THREE**

**Referees:**

<b>Name</b>	<b>Position</b>	<b>Address</b>	<b>Tel.No.</b>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

If your application is accepted when could you commence employment? \_\_\_\_\_

I consent to the school seeking verbal or written information about me from representatives of my previous employers and/or referees and authorise the information sought to be released.

YES/NO

**This is necessary for compliance with the Privacy Act.**

If YES \_\_\_\_\_ Signature      **Date:** \_\_\_\_\_

**GENERAL:**

Have you been convicted of a criminal offence? YES/NO

If yes, give brief details:

Are you awaiting the hearing of charges in a civil or criminal court of law? YES/NO

If yes, give brief details:

Do you have a current drivers licence? YES/NO

If yes, Driver's Licence No: \_\_\_\_\_ Classes Held: \_\_\_\_\_

Any demerit points? YES/NO

Has your licence ever been endorsed? YES/NO

If yes, give brief details:

Do you have any cases pending which could affect your licence? YES/NO

How did you find out about this position?

- Website (Please specify) \_\_\_\_\_
- Newspaper (Please specify) \_\_\_\_\_
- Word of Mouth
- Other \_\_\_\_\_

Do you have secondary employment?

**YES/NO**

If yes, give brief details:

\_\_\_\_\_

Do you have a spouse, partner, relative or household member working here or elsewhere in the education sector?

**YES/NO**

If yes, give brief details:

\_\_\_\_\_

What are your interest/hobbies/sports/clubs or community activities?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**RESIDENTIAL STATUS:**

Are you a citizen of New Zealand?

**YES/NO**

If yes, can you produce evidence if required?

**YES/NO**

If no, do you have the right of permanent residence?

**YES/NO**

If no, do you have a work permit (production of a Passport is required for verification)?

**YES/NO**

**MEDICAL:**

**Katikati College is an EEO employer and encourages applications from anyone including applicants who may have a disability. However, the Health and Safety in Employment Act requires the employer to identify hazards and to provide a safe place of work. A persons physical state may pose a hazard for themselves and other staff hence the reason for these questions.**

Do you agree to undergo a medical examination if required? **YES/NO**

Are you at present receiving medical treatment and/or medication? **YES/NO**

If yes, please detail \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Are you allergic to, or have any sensitivity to any substances of chemicals?**YES/NO**

Do you require corrective lenses or contact lenses? **YES/NO**

Do you have any hearing condition? **YES/NO**

Have you ever had a back injury requiring time off work? **YES/NO**

If yes, please detail: \_\_\_\_\_

Have you claimed accident compensation in the last 12 months? (give details)

\_\_\_\_\_  
\_\_\_\_\_

State any serious injury or illness you have sustained that may affect your ability to effectively carry out the functions and responsibilities of the position applied for?

\_\_\_\_\_

Do you have any other known condition which may affect your ability to effectively carry out the functions and responsibilities of the position applied for? **YES/NO**

If yes, please detail: \_\_\_\_\_

(Answer only if relevant to the teaching/non-teaching position applied for)

In your past employment have you been exposed to:

- Noise
- Solvents
- Heavy Metals
- Asbestos
- Skin Irritants
- Infectious material?

If yes, please detail: \_\_\_\_\_



**DECLARATION:**

\_\_\_\_\_ (full name) declare that to the best of my knowledge the answers in this application are correct and I understand that if any false or deliberately misleading information is given, or any material fact suppressed, I will not be accepted, or if I am employed, my employment will be terminated. I also understand that any false information given in relation to my medical history may result in my loss of entitlement for any compensation from ACC.

**SIGNED:** \_\_\_\_\_ **DATE:** \_\_\_\_\_