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Fixed Term Position 2020 St Matthew's Primary School, Hastings

Thank you very much for expressing an interest in our position at St Matthew's School. This placement will be in the Junior School and has been created by one of our staff wishing to have a year's break during 2020. Our supportive board is looking forward to attracting an LTR to cover this vacancy.

Position 1 Long Term Relief (Junior):

The position has a 1.0 teaching component. The ability to support our Anglican Special Character is an important part of this role. As well as this we are also looking for evidence of dynamic junior teaching, as well as the ability to work in a close junior team who plan, assess and reflect together.

If you haven't already done it, please feel free to forward by email

- the application form [**ALL applications MUST have this application form**]
- a covering letter,

if you are interested in applying for this position.

Your C.V. is optional, please include a self addressed envelope for its return.

During the advertising period for this role, I am finishing up and Andrew Eagle starts as Principal at the start of next term. So any queries about the position will best dealt with by email at principal@stmatthewsprimary.school.nz, and one of us will respond !

Yours sincerely,

Tim Anderson
Principal (for now !)





St Matthew's Primary School

Part of the Anglican School Network

Member of Nga Hau E Wha | Kahui Ako

Just about to celebrate 25 years, St Matthew's Anglican Primary School is right in the heart of Hastings City.

We are a U3 Full Primary with children from fourteen nationalities and all socio-economic backgrounds.

We draw from all over Hawke's Bay and currently our main ethnicities are:

- Indian 31%
- Pakeha 27%
- Maori 18%
- Pasifika 13%

We share our site with

Waiapu Kids an Independent Early Childhood Centre and the **Anglican Parish of St Matthew**

This includes the parish church which doubles as the best school chapel in the country !



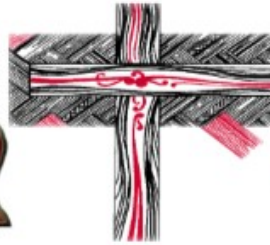
With six classrooms currently, we offer small classes and a dedicated staff who work very hard removing barriers to learning. This includes our work within the Kahui Ako.

As a school, we utilize the resources of the city and the local region, firmly working ways of educating within this awesome district. As an example, we do not have a school library. Every class visits the city library weekly, sharing 'our' library with the city of Hastings.

St Matthew's School community is part of Waiapu Diocese of the Anglican Church in Aotearoa, New Zealand and Polynesia: Te Hahi Mihinare ki Aotearoa ki Niu Tirenī, ki Nga Moutere o Te Moana Nui a Kiwa.



Whakatipua Akonga Nunui | Growing Great Learners



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Kia Ora Applicant

We are very excited about our school and the journey we are currently undertaking and are looking for an innovative, inspiring and passionate person to join our team.

St Matthew's School

Position - Scale A Permanent Teaching position (Years 1 to 3)

We are looking for a passionate teacher who is able to excite and motivate our learners in our junior school. They must have strong pedagogical knowledge of teaching and learning and have a proven track record of successful Junior teaching.

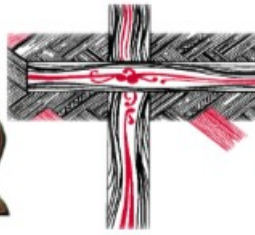
Please state your strengths and what you would bring to our school in your covering letter and forward along with your CV. Covering letters, your CV and application forms should be sent electronically to Andrew Eagle, Principal, principal@stmatthewsprimary.school.nz.

Email our principal if you have any queries or if you wish to have a look around St Matthew's before you hand your application in.

Time Frame

Job Advertised:	Wednesday 18 th September
Closing Date:	3 pm, Friday 18 th October
Short Listing:	Friday 18 th October
Contact Referees:	from Friday 18 th October
Interviews:	to be decided
Notification of successful Applicant	by October 30 th

Note, unless specifically requested, CV's and other documentation will not be returned. Please include a self-addressed envelope if you wish documents returned.



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Member of Nga Hau E Wha | Kahui Ako

Employment Application Form

Position - **Scale A Long Term Relief Teaching position for 2020**

Due Date: 3 pm, Friday 18th October, 2019

Email this application, a covering letter and your Curriculum Vitae
to principal@stmatthewsprimary.school.nz

Personal Information

Name:	
Address:	
Date of Birth:	
Home Phone:	
Work Phone:	
Cell Phone:	
Email:	

Teacher Registration Number:	
Expiry Date:	
MOE Number:	
Position applying for:	Junior Teacher Years 1 to 3

Teaching Qualifications

Qualification	Institution

Current Employment

Position Held:	
Year Appointed:	
School:	
Level:	
Location:	

For the purposes of compliance with the Privacy Act 1993, do you consent to The Board of Trustees, St Matthew's School, contacting your present employer and/or nominated referees in order to obtain a more complete picture of your professional abilities?

YES NO

Previous Relevant Employment

Position Held	From	To	School	Location

Health

Do you have any known condition that may affect your ability to efficiently carry out the functions and responsibilities of the position applied for?

Yes

No

If Yes, please specify:

Convictions against the Law

Have you ever been convicted of any criminal offence (other than a minor traffic offence)?

Yes

No

(circle relevant answer)

If, Yes, please give details and note that you may be asked to provide a copy of the relevant court records.

Are you currently awaiting the hearing of any charges?

Yes

No

(circle relevant answer)

Please Note:

- The Board reserves the right to contact authorities to verify any claim made.
- Convictions that fall under the Clean Slate Act do not have to be disclosed.

Referees

Please provide names, addresses and contact numbers of three (3) referees, one of whom is a current or previous employer, BOT member and/or Principal who can attest to your professional skills. It is vital you provide full details.

Referee 1			
First Name		Surname	
Email		Address	
Cell Phone		Work Phone	
Relationship to Applicant			
Referee 2			
First Name		Surname	
Email		Address	
Cell Phone		Work Phone	
Relationship to Applicant			
Referee 3			
First Name		Surname	
Email		Address	
Cell Phone		Work Phone	
Relationship to Applicant			

Declaration

I consent to the school seeking verbal or written information on a confidential basis about me from representatives of my previous employers and/or referees and authorise the information sought to be released to the school for the purposes of ascertaining my suitability for the position for which I am applying.

I understand that the information received by the school is supplied in confidence as evaluative material and will not be disclosed to me.

Signed		Date	
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I declare that to the best of my knowledge the information provided in this application and in my curriculum vitae enclosed, is accurate and I understand that if any false or misleading information is given, or any material fact suppressed, I will not be employed, or if I am employed, my employment will be terminated.

I also understand that any false information given in relation to my medical history with regards to gradual process, disease or infection, can result in my loss of entitlement for any compensation from ACC.

Signed		Date	
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Privacy Statement from St Matthew's Board of Trustees.

The information that has been provided or will be provided to the Board of Trustees in regard to this application will only be used for the purpose of determining the applicant's suitability to fill the vacancy. Only the Board of Trustees and their representatives will have access to the information. On completion of the process, all referee reports and other information will be destroyed, apart from the successful applicant's C.V. and application which will be kept on file.