



Kaiako

Kura Pōtiki Fixed Term

This description of attributes expected by staff at Te Wharekura o Mauao is written for a kaiako and accompanies the Education Council’s Code of Professional Responsibility and Standards for the Teaching Profession.

	KEY TASKS	Expected Outcomes
SPECIAL CHARACTER	<i>To participate in the implementation and achievement of Te Wharekura o Mauao’s strategic goals</i>	Has a sound knowledge of the Tūtohunga of Te Wharekura o Mauao and ensures that their practice is informed by the vision and goals outlined within it
		Provides qualitative and quantitative evidence and data of teaching and learning outcomes to the Head of their Department, Tira Whakahaere and Board of Trustees as required
	<i>To uphold the special character of Te Wharekura o Mauao as reflected in Te Tūtohunga</i>	Is the embodiment of all of the characteristics and values as set out in the Tōmairangi and Uara of the school.
		Promotes and fosters the tikanga, kawa and reo of Tauranga Moana at every opportunity.
TOMAIRANGI	<i>To demonstrate the expectations outlined in the Tōmairangi – Te Reo Rangatira</i>	Actively uses Te Reo Māori with taura, colleagues and whānau – ā-tuhi, ā-kōrero hoki.
		Continues to learn, develop and improve their personal fluency in Te Reo Māori.

	<i>To demonstrate the expectations outlined in the Tōmairangi – Ihuoneone</i>	Engages in discussions and researches training opportunities in their particular area of expertise..
		Actively promotes improved academic achievement of all taura.
		Completes all allocated tasks in a timely fashion to a high standard.
		Actively participates in the smooth running of the Wharekura on a day to day basis.
	<i>To demonstrate the expectations outlined in the Tōmairangi – Ringawhiti</i>	Attends all staff meetings, teacher only days and Call Back days.
		Supports considered decision-making by ensuring that all relevant data or information is presented to the Tira Whakahaere in a timely manner.
		Engages in all discussions, being well prepared and well informed to make critical judgements.
	<i>To demonstrate the expectations outlined in the Tōmairangi – Waiaro Manawa Popore</i>	Demonstrates professional standards in terms of: dress, language and behaviour at all times
		Models the values and behaviours that are integral to the culture of the Wharekura
		Well regarded by the wider kura community, students and other staff as a respectful, positive and professional representative of Te Wharekura o Mauao
	<i>To demonstrate the expectations outlined in the Tōmairangi – Matahāpo</i>	Attends official Wharekura events ie. Pō Tuwhera, Pō Whiriwhiri Marau, Rā / Pō Whakamānawa. He kanohi kitea.
		Participates enthusiastically in Wharekura events, modelling the dedication and enthusiasm to our kaupapa that we want to see demonstrated in our taura
UARA	<i>To demonstrate the expectations outlined in the Uara - Mahitahi</i>	Works collaboratively in decision making, drawing on their areas of particular skill and expertise

		Develops positive relationships with: whānau, Tauranga Moana Iwi and Hāpori, Tauranga Moana School Leadership, Ngā Kura-a-Iwi, the Ministry of Education and NZQA
	<i>To demonstrate the expectations outlined in the Uara - Whanaungatanga</i>	Treats staff, students, whānau and visitors to the school with respect and maintains good relationships.
		Is a positive role model and focuses on the strengths of staff, students and whānau members
	<i>To demonstrate the expectations outlined in the Uara - Manaakitanga</i>	Has excellent communication with management if they are unable to come to work for any reason, provides lesson plans and resources for relievers. Readily fills 'gaps' when needed, to support colleagues.
		Demonstrates integrity and credibility in all aspects of their role as a staff member of the Wharekura
		Shows commitment to and actively participates in the development of the kaupapa of Te Wharekura o Mauao
	<i>To demonstrate the expectations outlined in the Uara - Tūmanako</i>	Works collaboratively with all staff, students and the wider whānau in the identification and development of the aspirational goals of the Wharekura.
		Pursues their personal and professional goals with passion and commitment to improving their skill and knowledge base.
KAWENGA MAHI MOTUHAKE	<i>To plan and teach in Years 7 and 8</i>	Has excellent skills and experience in developing and delivering a teaching programme to support taura in years 7 and 8 Has sound knowledge in Te Marautanga o Aotearoa. Has sound knowledge in assessment and how to use data to inform learning and teaching.

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This job description is not exhaustive and you may be required to perform additional tasks at the request of the Principal.

Signed: _____

Dated: _____