Job Description: TE HEREKA STEM FACILITATOR (Year 0-8)

POSITION TYPE: Fulltime, fixed term (project based)
REMUNERATION: Pay as per PTCA and 3 RRR units
LOCATION: Te Iho

TE HEREKA POSITION PURPOSE:
IPPA students and teachers will build enhanced skill, confidence, and enthusiasm in STEM through access to a specialist educator, dedicated facilities and resources, and collaborative learning experiences.

POSITION SUMMARY:
The STEM Facilitator will work in a dedicated Invercargill facility (Te Iho). You will deliver immersive, hands-on STEM learning experiences for visiting Year 0–8 classes and provide visiting teachers with the tools and confidence to integrate STEM into their own classrooms.

KEY RESPONSIBILITIES:

Specialist facilitation:
- Lead inquiry-based STEM sessions for visiting Year 0–8 students at Te Iho.
- Set up, and utilize the facilitation space to generate positive learning outcomes.
- Maximize the impact of specialized STEM equipment (e.g., introductory robotics, mechanics, and digital tools).
- Complete any tasks that are required to support continuation or celebration of the learning at base schools.

Curriculum Alignment:
- Deliver programmes that complement the New Zealand Curriculum / Te Mātaiaho, focusing on Science and Technology (including Computational Thinking and Designing Outcomes)
- Create learning opportunities that supplement and extend the Te Iho STEM learning and teaching experiences.
- Set, deliver, meet and evaluate learning outcomes.

Relationships:
- Liaise effectively with schools in a timely manner to provide tailored planning and outcomes
- Build rapport and establish clear safety boundaries with a new class of students and their accompanying teachers/parent helpers every day.
- Operate collegially within the Te Hereka facilitation team.

Session & Time Management:
- Collaboratively plan with schools prior to visits how their days will be shaped up
- Pace half-day, full-day, and multi-day schedules seamlessly, keeping energy and interest high.

Teacher Upskilling & Modeling:
- Model effective STEM pedagogy and collaborative learning strategies for visiting teachers during sessions so they can add to their own practice.

Facility Operations and Cluster Support:
- Set up, reset, and maintain specialized equipment and collaborative spaces between school visits.
- Ensure STEM equipment and learning kits are meticulously maintained, restocked, and compliant with safety standards
- Ensure STEM budget and accountability requirements are maintained
- Coordinate with outside providers (cleaners, security, maintenance)
- Assist as required with break supervision
- Support local schools during Polyfest week

Health and Safety:
- Maintain strict health and safety standards in line with Education Outside the Classroom (EOTC)
- Follow and uphold all appropriate policies/ procedures.

KEY SKILLS AND ATTRIBUTES:

- Current New Zealand Teacher Registration with proven experience using the New Zealand Curriculum / Te Mātaiaho effectively to design interactive learning experiences.
- High energy, adaptability, and stamina to lead active, hands-on STEM sessions for energetic primary students.
- Responsive to varying school needs, adapting delivery to align with different school cultures, capabilities, and scheduling requirements.
- Clear, effective communicator skilled at liaising directly with schools to understand their specific needs, group dynamics, and learning outcomes, ensuring their allocated time is planned and utilized effectively
- Independent and highly organized, with the ability to manage session pacing, equipment resets, and daily logistics effectively.
- Solutions-focused and achievement-driven mindset to meet target learning outcomes and maintain quality delivery standards.
- Collaborative approach with strong interpersonal and communication skills to build quick rapport with students, teachers, principals, and parent helpers.
- Creatively able to differentiate delivery and meet the diverse learning needs of students across Years 0–8.
- Strong commitment to Te Tiriti o Waitangi and cultural responsiveness in session delivery.
- Specific familiarity and experience with primary STEM tools.

KEY PERFORMANCE INDICATORS:

Success in this role will be demonstrated through positive student and teacher feedback following visits, equitable service delivery across schools, high standards of resource and facility care, and effective professional relationships built across the cluster. Detailed annual KPIs will be agreed upon during planning during onboarding.