Whatawhata School

Dear Applicant,

Thank you for your interest in the Learning Support Coordinator / SENCO position at our kura.

This is an exciting opportunity to join a supportive school community and make a meaningful difference in the lives of our learners. Whatawhata School is a U4 full primary school (Years 1–8) with 260–290 students, situated just west of Hamilton City in the heart of Whatawhata Village.

We are a rural school community with a caring heart. Our point of difference lies in the way we value people. We celebrate the uniqueness of every individual and the experiences that students and teachers bring to our classrooms.

We nurture the whole child, empowering our learners to thrive academically and in life. Guided by our vision, Kia Manaaki, Kia Whakatupu, Kia Whakatutuki – To Care, To Grow, To Achieve, we foster belonging and a love of learning through a holistic, relational approach. Our dedicated staff provide high-quality education within a community grounded in *manaakitanga* and *whanaungatanga*.

We are committed to preserving the close relationships and unique learning opportunities that make a small, rural school special.

Whats on offer: The position advertised is a Learning SUpport Coordinator / SENCO 0.6 permanent positon with 1MMU with the potential for further fixed term release work.

The position is centered around supporting the achievement of holistic outcomes for tamariki with need - academic, social and emotional, alongside kaiko and whaanau (see Job Description for more detailed overview).

We welcome applications from experienced teachers who are passionate about teaching and learning support, bring a strong work ethic, share our commitment to relational practice, and building capability of others

Please find enclosed the information you need to make an informed application. Further information can be found on our school website.

We look forward to learning more about you and what you would bring to Whatawhata School.

Regards,
Rob Gunn
Tumaki / Principal

Who are we looking for?

Our Ideal Applicant will be;

- **Relational and approachable** — builds trusting relationships with tamariki, whaanau, staff and external agencies. Strong relationships are essential to success in this role.
- **Caring and inclusive** — values each learner's strengths and champions their belonging, participation and progress.
- **An effective listener and communicator** — seeks to understand, communicates clearly and handles sensitive conversations with empathy.
- **Collaborative** — works alongside teachers and whaanau to develop practical, coordinated support.
- **Observant and responsive** — identifies needs early and uses evidence to guide support and review its impact.
- **Organised and reliable** — coordinates people, plans and referrals, with consistent follow-through.
- **Adaptable and solutions-focused** — remains calm, responds flexibly and helps others navigate challenges.
- Able to build the capability of others through coaching.
- **Discreet and professional** — respects confidentiality and exercises sound judgement.
- Understanding of **Principles of Te Tiriti o Waitangi, biculturalism and culturally responsive** approaches to supporting learners and whaanau
- Knowledgeable and understanding of **child development and neurodiversity** and application to holistic learning
- **Highly capable with a strong understanding** of assessment and screening tools and application to inform learning and emotional development
- Professional and maintain the standards of Whatawhata School and the Teaching Profession

How to Apply

If you are excited by this opportunity and believe you can make a valuable contribution to our school, we encourage you to submit an application. You are also welcome to arrange a visit to explore the opportunity further.

Please send through the below by Friday 13th November - 12:30pm

- Complete the application form - Click here for access *(opens in google docs - a .doc version can be downloaded from our website)*
- Letter addressing criteria above and other strengths you may have, alongside your Curriculum vitae
- Email to the Principal - robg@whatawhata.school.nz

Expected Timeline

(approximate guide - dates are subject to change)

Wednesday 28 October	Vacancy published online.
Friday 13th November	Applications close 12.30pm
Week of 16th November	Referee checks, shortlisting, interviews
By 25th November	Appointment made

27th January, Term 1 2027 Start date

If your application is successful, the information will form part of the school's personnel records. That person may access it in accordance with the provisions of the Privacy Act 1993. Information relating to unsuccessful applicants is destroyed unless a stamped self addressed envelope is provided for return of your Curriculum Vitae.

Further Information

For further information or to request a school visit please email robg@whatawhata.school.nz or phone Whatawhata School on 07 829 8820 to speak to the Principal

Application Checklist

- ☐ Covering letter addressing the qualities we are looking for and additional strengths relevant
- ☐ Curriculum Vitae
- ☐ Completed and signed Application Form
- ☐ Copy of Teacher Registration