TE WHAREKURA O MAUAO

"Kia tū rangatira au i te ao!"

JOB DESCRIPTION - Pou Whakamahere Ora

This description of the role of Pou Whakamahere Ora is in addition to the attributes and responsibilities expected by staff at Te Wharekura o Mauao and accompanies the Teaching Council's Code of Professional Responsibility and Standards for the Teaching Profession.

	Haepapa	Hei mahi
KAWENGA MOTUHAKE: **POU WHAKAMAHERE ORA**	*Pou o ngā mahere rautaki hei tautoko i te ako, i te ora a te uri ki TWOM*	In collaboration with Pou Whai Oranga, develops plans and strategies to support the learning and wellbeing of uri across Tau 7-13 Responsible for the development, implementation and monitoring of Individual Education Plans/OnePlans for specific uri
		Support kaiako and kaiāwhina to develop their understanding and confidence in providing appropriate teaching and learning to uri with diverse learning and behaviour challenges or health needs Work collaboratively with the Pou Whai Oranga and Pou Whai Mātauranga to provide access to whakangungu as appropriate Supports marau development and delivery, including tier 2 programmes, uri whai kaha support such as Universal Design for Learning Oversees hauora/oranga marau planning and delivery
	Kaiwhakahaere o te Learning Support Register me te whakarite tautoko mā ngā uri	Manages TWOM utilisation of Ngā Kura ā Iwi Learning Support Register of information pertaining to uri who have been referred or identified as having learning support needs Plan, implement and assess needs-based groups for uri whai kaha, e.g. tipu ora, hāpai-ō, lego therapy, Te Āhuru Mōwai and any other needs-based kaupapa Communicates with whānau and facilitates hui whānau, home visits, referrals for whānau support to external agencies as needed
	With Pou Whai Oranga and Pou Whai Mātauranga	In collaboration with the Pou Whai Oranga, coordinates the allocation of resources to support uri with identified learning, behaviour and/or health needs, including kaiāwhina, teaching assistance, software or

	ensure support is provided for uri to access learning programmes, including managing kaiāwhina timetables	technology, external providers, RTLB and other services Regularly meets with kaiāwhina to provide guidance and support to them in their roles, and delivers PLD to kaiāwhina as required Delivers specialist teaching support to any uri whai kaha ORS Collaborates with Pou Whai Mātauranga and Pou Whai Oranga in the timetabling of kaiāwhina across the wātaka In collaboration with the Pou Tohu Mātauranga (Principal's Nominee), identities students to submit Special Assessment Condition applications for, submits these and sets up the SAC arrangements once approved
	Kaitakawaenga i ngā ratonga hauora, specialist learning support services, whānau, government agencies hei korowai tautoko i ngā uri	Manages formal and informal partnership agreements with kaupapa Māori hauora, social service and community support services, and government agencies who have resources and/or responsibilities for the learning support and wellbeing of rangatahi Represents TWOM in hui and collaboration with hui of contributing / local Tauranga moana kura, Ngā Kura ā Iwi, Ministry of Education, iwi and any other relevant partners in the areas of learning support Attends regular Ngā Kura ā Iwi hui and whakangungu with Pou Whakarito
	Kaitiaki o ngā tukanga tautoko i te whakauru o ngā uri hou	In collaboration with Tumuaki / Tumuaki Tauamo / kaiwhakahaere / Pou Whai Oranga, contacts contributing schools of uri applying to enrol at TWOM, to gather relevant educational, health and behaviour information about pre-enrolled uri Liaises with whānau, kaiako, RTLB and any other relevant agencies to set up necessary supports for pre-enrolling uri with learning needs Communicates with TWOM staff how best to support students through their transition into TWOM
	Kaitautoko i ngā whāinga mahere rautaki o TWOM	Provide reports to Tumuaki/Tumuaki Tauamo, Pou Whai Oranga and Poumarumaru about TWOM connection to Ngā Kura ā Iwi and Tauranga Moana kaupapa in the achievement of Hei Kahu Raupī strategic goals and outcomes for TWOM uri, including report on Learning Support Register data, achievement, gaps, areas of growth and successes

This portfolio is remunerated with 1 permanent salary unit and 1 permanent middle management allowance. This job description is not exhaustive and you may be required to perform additional tasks at the request of the Tumuaki.

Signed: _____ Dated: _____