RESOURCE TEACHER:

Learning & Behaviour

Aoraki Cluster 37 | Application Form

RTLB - Aoraki Cluster 37 (based in Timaru)

An exciting fixed-term opportunity (to cover study leave) has become available to join the RTLB team in Timaru. This role suits an experienced classroom teacher looking to add to their existing skill set. A supportive Principal and BOT may be willing to grant a year's leave.

During this time, you will receive great professional learning:

- Structured induction in how to assess the ecological environment, using data-gathering tools to understand classroom practice.
- Receive personalised mentoring, shadowing and regular coaching to support you step by step.
- Learn how to analyse evidence, including identifying barriers and levers beyond the individual akonga, to inform goals and improve outcomes.
- Build your collaborative skills to support teacher practice through an inclusive lens.

You will join a fun, collegial team with a strong work ethic and team culture.

START DATE 25 January 2027

Kotahitanga	Manaakitanga	Whakamana
Collaboration	*Support*	*Empowerment*

RTLB Aoraki is guided by the He Pikorua practice principles, with a strong focus on collaboration to support and empower kaiako to create inclusive classroom environments and improve outcomes for mokopuna.

He waka eke noa - We are all in this waka together.

HOW TO APPLY

Complete all sections of this form, even if information also appears in your CV.

☐ Completed application form ☐ Covering letter ☐ Curriculum Vitae

Send to: Email Nikki Poulter, Cluster Manager, with your application form, CV and letter of introduction. Feel free to phone or email for further information to decide if this could be a good fit for you.

Contact: **npoulter@rtlbaoraki.ac.nz** **022 010 0719** **Note:** Applications close 24th November

1. About you

Please complete all fields that apply to you. Information entered into this PDF can be saved and edited.

Position details

Position applied for

Permanent / fixed term (if known)

Personal details

Full name

Preferred name

Telephone

Email

Address

Postcode

Teacher registration

Practising Certificate Number

Expiry date

Tertiary qualifications

Qualification

Institution

Date conferred

2. Experience & practical requirements

Start with your most current employment. Include experience most relevant to the RTLB position.

Employment history relevant to the position

1

School / employer | Position & level | Start | End

Reason for leaving

2

School / employer | Position & level | Start | End

Reason for leaving

3

School / employer | Position & level | Start | End

Reason for leaving

4

School / employer | Position & level | Start | End

Reason for leaving

Relevant experience

Briefly note experience, strengths or professional learning particularly relevant to this role.

Driving requirements

- [ ] I have a clean driver's licence
- [ ] I have a vehicle available for use in this position

3. Eligibility & referees

These details support the recruitment and appointment process.

Citizenship and right to work

☐ I am a New Zealand citizen or permanent resident

☐ I am not a resident but have the right to work in New Zealand

If applicable, note evidence provided

Referees

Please provide two referees who may be contacted to support your application. No contact will be made without your consent.

Referee 1

Name **Relationship / capacity**

Email **Telephone**

Referee 2

Name **Relationship / capacity**

Email **Telephone**

Optional additional referee

Name **Email** **Telephone**

4. Suitability information

Please answer the following questions and provide relevant details where requested.

Criminal convictions

Have you been convicted of any offence against the law (apart from minor traffic convictions), or do you have any criminal charges pending?

☐ YES ☐ NO

If YES, please provide details:

Health

Do you have any medical condition, injury, or allergy that could affect your ability to carry out the duties of this position effectively, or any tasks that may aggravate or contribute to this condition?

☐ YES ☐ NO

If YES, provide relevant details, how performance may be affected, and any reasonable steps or support that could assist:

PRIVACY NOTE

Please provide only information relevant to your suitability for this role. Recruitment information will be handled confidentially and used for recruitment purposes.

Further privacy information and consent appear on the final page.

5. Declaration, consent & privacy

Please read these statements carefully before completing the declaration.

Referee and recruitment enquiries - consent

If you agree with this statement, tick the box below:

In accordance with the Privacy Act 1993, I give consent for the Board of Trustees or their representatives to make enquiries from the referees listed in this application and give consent to the referees making such information available.

Furthermore, I also give consent for the Board of Trustees or their representatives to make enquiries of past or present; employers, colleagues, other education professionals or any other person who may be in a position to assist the Board in determining my suitability in terms of filling the vacancy and give consent to those people to provide such information.

☐ I agree to the referee and recruitment enquiry statement above

Applicant declaration

I certify that the information provided in this application, including my covering letter and Curriculum Vitae, is to the best of my knowledge correct. I understand that false or misleading information, or material information withheld, may affect my application or employment.

Applicant full name

Signature / typed name **Date**

Privacy statement

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. The curriculum vitae of the successful applicant will be kept on file along with their application.

All referee reports along with other information gathered on applicants during the process will be destroyed.

☐ I have read and understood the privacy statement

READY TO SUBMIT?

Email this completed form with your covering letter and CV to npoulter@rtlbaoraki.ac.nz

Nikki Poulter | RTLB Cluster Manager | Oceanview Heights School, The Complex, 300 Hilton Highway, Timaru 7910