Maraetai Beach School

(09) 5366570
maraetaibeach.school.nz
154 Maraetai Drive,
Maraetai, Auckland 2018

Job Description – Scale A Teacher

Position: *Scale A Teacher – Permanent, Full Time Position*
Class Level: _____
Reports to: *School Board; The Principal, Deputy Principal & Team Leader*
Hours of work: As set out in the Primary Teachers Collective Agreement 2026

Purpose of the position:

Key Responsibilities	**Appraisal Indicators**
Professional knowledge	Knowledge of Curriculum Delivery
Teaching techniques	Implement effective programmes and use technology and resources to support them
Motivation of students	Encourage students
Classroom management	Manage Students behaviour
Communication	Relationship with parents and students
Support for and cooperation with colleagues	Relationship with colleagues, expertise and information shared
Contribution to wider school activities	Contribution and expansion of activities

Tasks and Duties:

Professional Knowledge:

- Curriculum delivery reflects current knowledge of effective learning, teaching, current curriculum, assessment theory and practice
- A balanced programme is developed
- Planning is clear, with measurable learning outcomes identified
- Evaluation and assessment systems, reflect school procedures
- Reflect on personal performance and effectiveness and participate in professional development
- Develop an awareness and sensitivity to the cultural diversity of the class in honouring Te Tiriti o Waitangi

Teaching Techniques:

- Plan and implement effective programmes
- Use teaching techniques that are varied and appropriate to learning objectives and student needs
- Use technology and resources to support teaching and learning
- Use effective and flexible groupings
- A variety of assessments techniques are evident in planning process
- Recognise the diversity of learning styles and plan appropriately
- Modify programmes to meet student needs and learning opportunities
- Reflect on personal performance and effectiveness

Students' Motivation:

- Encourage students to take responsibility for their own learning

- Provide a positive and stimulating learning environment
- Provide a wide variety of learning experiences including child-initiated ideas
- Provide experiences that are meaningful and related to real life situations
- Programmes are flexible and cater for a variety of learning styles
- Set clear and realistic expectations
- Students are encouraged, praised and effort acknowledged

Classroom Management:

- Use positive strategies to manage student behaviour
- Children are encouraged to take responsibility for their own behaviour
- Create an organised and challenging environment to facilitate learning
- Create an environment where the children feel safe and comfortable
- Children actively participate in the classroom programme and have input into class displays
- Establish relationships based on mutual respect
- Ensuring the safety and wellbeing of students at all times

Communication:

- Foster positive relationships with parents
- Provide constructive feedback to students and parents
- Effective reporting to parents
- Work in collaboration with the Principal for cohesive teaching and systems

Support for and Co-operation with colleagues:

- Relationships with other staff are co-operative and supportive
- Information and expertise are shared with staff
- Participate in co-operative planning
- Meet delegated areas of responsibility
- Meetings are attended as required
- Provide positive support for staff and school initiatives
- Any other duties as required from time to time

Contribution to wider school activities:

- Contribution to the workload outside class responsibilities
- Carry out curriculum, team and committee responsibilities
- Positive relationships established with members of the wider school community
- Lead/contribute to curriculum development

General Responsibilities:

- Attend and support school activities as required
- Support and model the Maraetai Beach School Values – Resilience, Respect, Integrity and Excellence (Tō Tātou Ara).
- Follow the Staff Code of Conduct
- Meet the professional standard for teachers
- Comply with all Board policies and relevant legislation

Reviewed by staff member on _____

Signature: _____