POSITION and PERSON SPECIFICATION

DATE:	November 2026
POSITION:	Head Teacher Full Time
SERVICE:	Kidsfirst Kindergartens Hokitika
ADDRESS:	77 Hall St, Hokitika, 7810
PHONE NUMBER:	03 755 6785
CURRENT OPERATING ROLL:	School Day Kindergarten Hours: 8.45am - 2.45pm
	Current Roll: 40/30

Refer to the Kidsfirst Kindergartens Hokitika website for additional information- Kidsfirst Hokitika

DESCRIPTION:

Kidsfirst Hokitika has been operating for over 50 years in a purpose-built building with a large, covered veranda area, while the interior has high ceilings with much natural light. There is an extremely large outdoor area, incorporating permanent and movable structures, many small natural areas, a well-used sandpit, mud kitchen, an area for challenge and a fantastic cart track used by bikes and scooters.

Kidsfirst Hokitika is an Enviroschool, educating children, parents and whānau about the environment, their place and responsibilities within it. The teaching team teach the tamariki about sustainable practices and becoming citizens for positive action.

Kidsfirst Hokitika is proud to be part of the Hokitika community. The tamariki and kaiako are regularly involved in local events and are seen out and about in town exploring and making links within the community. The kindergarten has a very supportive whānau made up of past, present and future participants. They receive great community support and can access resources from within the community.

Children come from a wide area to attend Kindergarten at Kidsfirst Hokitika, including rural settlements to the north, east and south, with some whānau travel long distances for their tamariki to attend Kindergarten.

Curriculum Priorities

2026 has seen the teaching team review the curriculum priorities defined at Kidsfirst Hokitika;

- Relationships/whanaungatanga,
- Guardianship/kaitiakitanga,
- Socio-emotional competence/manaakitanga
- Empowerment/whakamana

Enviroschools is always a priority for Kidsfirst Hokitika which is seen throughout the programme and environment as tamariki, kaiako and whānau learn what it means to be kaitiaki of their place and their community, now and in the future.

Present priorities for Kidsfirst Hokitika

- A focus on bicultural practice, and Te Reo Māori which includes links with Ngāti Waewae aimed at developing a mutually beneficial relationship.
- An in-depth look at documents that provide a bridge between kindergarten and whānau, specifically around transition into kindergarten.

PERSON SPECIFICATIONS

Personal Attributes that would best suit the needs of the centre;

- A committed partner to Te Tiriti o Waitangi with a commitment to, and understanding of, bicultural practice including their own continued growth in this area. The successful candidate requires an ability to lead or support individuals within a team to continue to grow biculturally as well as ensuring the team continues to progress together.

- A wise, intentional practitioner will have a strong understanding of individual and group planning and intentional teaching that supports progression of learning against the learning outcomes in Te Whāriki.

- Will have a strong understanding of inquiry that critiques current practices, gathers information and ideas from a broad range of sources and effects change that results in a culture of continual improvement.

- A proven record in establishing strong professional, reciprocal relationships with kaiako, whānau, tamariki and the wider learning community. Effectively leading team dynamics, relationships and communication through building and fostering a culture of relational trust, to ensure a shared vison that meets the learning needs of this unique community.

- The Kaiako Matua must have excellent verbal and written communication skills and be able to engage with a variety of audiences.

- A Kaiako Matua who has a tamariki rights approach, knowledge and experience regarding practicing tamariki agency and equity pedagogy within the programme, with strengths in the principles of inclusion and social justice. A sound understanding of, and ability to work with complex and diverse learners, within a multicultural context.

- Energy and enthusiasm, someone who is enthusiastic about continued learning for themselves, shows initiative, is critically reflective about current theories and innovative in their practice They will have a breadth of knowledge and experience that includes children from 2 years to school entry.

- Either background knowledge around Enviroschools or an interest in Education for Sustainability would be advantageous in this position including a focus on place-based education.

- An ability to work in a busy kindergarten including a large outdoor space.

- The Kaiako Matua will be expected to continue the sense of community created within the local education sector in the wider Hokitika area, including strengthening early childhood representation.

- The successful Kaiako Matua will work in collaboration with the Education Team and Head Office personnel and be able to support the best interest, needs and strategies of the association.