Position Description

Te Aho o Te Kura Pounamu

Position:	Regional Leader of Learning
Team:	In Region
Wāhanga:	Learner Services
Location:	In region
Reporting to:	Regional Manager
Salary range:	STCA/PTCA/ECHCA

Position Context

Te Aho o Te Kura Pounamu (Te Kura) is New Zealand's largest school with over 12,000 students at any point in time, most of whom live in New Zealand. Te Kura is a state-funded distance education provider that offers a wide range of personalised learning programmes and courses, from early childhood to NCEA Level 3, including to young adult and adult learners, which are mostly delivered online. We have approx. 450 staff located throughout New Zealand, 75% of whom are Teachers.

Our vision is to enable our students to achieve their educational and personal goals, empowering them to become engaged and contributing members of their communities.

Purpose Statement

Te Kura is a Big Picture Learning school focused on engaging ākonga in learning that is relevant to them in their context and prepares them to be productive, positive and successful citizens. A combination of online and authentic learning opportunities provides a highly personalised and flexible environment for all ākonga.

The Regional Leader of Learning is responsible for regional leadership of Te Kura Big Picture pedagogy, and design and review of curriculum following the direction set by Te Whāriki and the New Zealand Curriculum.

The Regional Leader of Learning is an inclusive, innovative and creative problem-solver, responsive to shifts in educational thinking, and focused on equitable access to learning and equitable outcomes for diverse learners. This role is responsible for leading, influencing and supporting ongoing development in kaiako thinking and practice across all levels of curriculum delivery at Te Kura, including Early Childhood.

Reporting directly to the Regional Manager, with a dotted reporting line to the Chief Advisor Curriculum this role works closely with regional Kaiako Matua, National Leaders of Learning, the Assessment and Qualifications Lead and the Learning Systems Lead, to support a coherent, connected Te Kura Big Picture curriculum and assessment framework. The Regional Leader of Learning may have national overview for one or more learning level grouping or learning area. Overview responsibilities are confirmed annually in consultation with the Chief Advisor Curriculum, depending on expertise and experience, and organisational needs.

There is a small (0.2 FTE) teaching component to this role, confirmed annually in consultation with the Regional Manager according to the teaching experience and expertise of the position holder and in response to regional needs.

The Regional Leader of Learning will carry out the position duties in a manner that supports and reinforces the vision, strategic priorities, values and Big Picture principles of Te Kura, and complies with all Te Kura policies and procedures.

Key Accountabilities

Key Accountabilities	Major Tasks/ Activities
Learning leadership	• Provide leadership that inspires and empowers staff to develop skills, knowledge and attributes focused on the needs of Te Kura's diverse student population • Support the integration of Te Kura's Big Picture Learning principles and pedagogy with the strands, goals and learning outcomes of Te Whāriki, and the key concepts and essence statements of the New Zealand Curriculum • Work collaboratively to support the achievement of Te Kura's strategic priorities • Facilitate in-region Senior Teacher meetings • Create opportunities to facilitate discussion and understanding of latest teaching and learning developments among regional teaching staff at Te Kura • Provide in-region kaiako with pedagogical support to deliver Te Kura Big Picture • Model best practice by taking Learning Advisor responsibility for a group of students • Provide support to Regional Managers and in-region Team Leaders as required • Contribute to development of relevant Te Kura wide policies as required
Learning design and development	• Work collaboratively with National Leaders of Learning to identify and prioritise areas for development • Ensure the Learning Object Repository is used to best advantage to personalise learning • Support in-region Big Picture inquiry development • Facilitate the development of strong cross-curricular links in learning design. Work

Key Accountabilities	Major Tasks/ Activities
	across learning areas and ensure curriculum links are incorporated and encouraged • Integrate and co-ordinate all teaching, learning and assessment projects within the region, across all curriculum areas and levels • Support in-region advisory planning and delivery • Work closely with the Team Leaders/Regional Lead of Learning Support meet the needs of learning support ākonga • Create opportunities for Kaiako Matua (Senior Teachers) and Kaiako to contribute to resource design and development in accordance with national guidelines • Support Kaiako Matua (Senior Teachers) and Kaiako to personalise programmes for diverse learners including: o proactive use of the Learning Object Repository; o to meet the needs of learners who need additional support to engage and achieve o to recognise, validate and incorporate Māori culture in the learning process o to create successful pathways for Pacific learners across their learning journeys • Coordinate planning for effective use of curriculum call-back days in liaison with other Regional Leaders of Learning • Plan for visibility of key Ministry of Education initiatives including Learning Support, Success for Māori Students and Success for Pacific Students in curriculum design • Align programme development and delivery with the National Education Guidelines (NEGs) and National Administration Guidelines (NAGs)
Learning delivery	• Adapt teaching approaches and techniques to support and develop every student's full potential maximising students' learning opportunities and achievements • Structure programs that focus and motivate students

Key Accountabilities	Major Tasks/ Activities
	• Support kaiako to create a professional, safe, trusting and collaborative learning environment for students in their learning group that focuses on developing and maintaining the relationships needed for effective teaching and learning
Online learning design	• Integrate pedagogy and technology to support the engagement, progress and achievement of learners online, following national guidelines
Learner agency	• Incorporate opportunities for student agency in personalised programme and resource design, with specific focus on Māori and Pacific student voice and agency, and voice and agency for learners who need additional support to engage and achieve.
Assessment	• Ensure that in-region approaches to assessment reflect national guidelines, Te Kura's Big Picture principles and pedagogy, the development of foundational learning, key skills, knowledge and dispositions • Work collaboratively to support in-region teaching staff with assessment of authentic and cross-curricular evidence by contributing expertise as required • Provide just in time expertise and guidance to staff in assessment for learning to support student engagement, progress and achievement, and organisational accountability • Support moderation and good assessment practice across all levels of curriculum delivery • Contribute to school-wide reporting on student engagement, progress and achievement as required
Annual planning and reporting	• Contribute to the design and implementation of the curriculum annual plan as required • Contribute to the design and implementation of the curriculum annual reporting plan
Staff Management	• Support and manage Regional Kaiako Matua (Senior Teachers) to develop and share skills, attributes and knowledge in collegial ways that focus on the needs of Te Kura's diverse student population

Key Accountabilities	Major Tasks/ Activities
	• Provide feedback and coaching to the Regional Kaiako Matua (Senior Teachers) and encourage their professional development • Manage Kaiako Matua (Senior Teacher) performance and professional development
Projects/initiatives	• Contribute to projects as required in response to Te Kura initiatives, Ministry of Education initiatives, NZQA requirements, and global educational developments, with particular focus on integration of Te Kura strategic priorities, support for diverse learners, success for Māori students, and success for Pacific students
Te reo me ona tikanga	• Demonstrate active support for Te Rautaki Reoruatanga, Te Kura's Bilingual Strategy • Model increasing use of Te Reo Māori in daily interactions • Demonstrate respect for, and increasing knowledge of, tikanga Māori
Effective communication and relationships	• Share information in a considerate, respectful and honest manner to facilitate effective outcomes • Build and maintain effective internal and external relationships • Contribute to growing effective relationships with Māori that support the engagement, progress and achievement of Māori students • Develop and manage external networks to enhance understanding and cooperation, and grow professional relationships, with Māori, Pacific, and other priority groups in particular
Risk management	• Effectively identify, manage and report risks
Cultural Responsiveness	• Demonstrate respect for tikanga Māori and the principles of Te Tiriti o Waitangi • Support all students to engage and experience academic success by acknowledging their culture, language and identity, in particular priority learners such as Māori and Pacific • Support Māori students by understanding their potential, setting high expectations, and providing learning contexts in which they can integrate their identity and culture

Key Accountabilities	Major Tasks/ Activities
	and have access to learning pathways of their choice • Make learning relevant, engaging, rewarding and positive for Māori students • Collaborate with iwi and Māori organisations to lift student's performance • Collaborate with other organisations to lift all students' performance • Display a broad and significant understanding and respect for Pacific cultures, languages and networks • Demonstrate awareness of the diverse and ethnic-specific identities, languages and cultures of Pacific learners • Establish and maintain collaborative and respectful relationships and professional behaviours that enhance learning and wellbeing for Pacific learners • Implement pedagogical approaches that are effective for Pacific learners • Engage positively with Pacific learners
Other Duties	• The position holder is expected to perform such other duties as can reasonably be regarded as incidental to the Position Description and such other duties reasonably within their experience and capabilities as may be from time to time assigned following consultation.

Leadership and Management Competencies

Te Kura wishes its leaders to demonstrate the competencies outlined in the State Services Commission's Leadership Success Profile outlined below*:*

Navigating for the future

1. Leading strategically
Think, plan, and act strategically; to engage others in the vision, and position teams, organisations, and sectors to meet customer and future needs.

2. Leading with influence
Lead and communicate in a clear, persuasive, and impactful way; to convince others to embrace change and take action.

3. Engaging others
Connect with and inspire people; to build a highly motivated and engaged workforce.

Identifying and developing our 'talent'

4. Enhancing people performance
Manage people performance and bring out the best in managers and staff; to deliver high quality results for customers.

5. Developing talent
Coach and develop diverse talent; to build the people capability required to deliver outcomes.

6. Enhancing team performance
Build cohesive and high performing teams; to deliver collective results that are more than the sum of individual efforts.

Making it happen - with and through others

7. Achieving ambitious goals
Demonstrate achievement, drive, ambition, optimism, and delivery-focus; to make things happen and achieve ambitious outcomes.

8. Managing work priorities
Plan, prioritise, and organise work; to deliver on short and long-term objectives across the breadth of their role.

9. Achieving through others
Effectively delegate and maintain oversight of work responsibilities; to leverage the capability of direct reports and staff to deliver outcomes for customers.

Stewardship - of people, functions, organisations and systems

10. Enhancing organisational performance
Drive innovation and continuous improvement; to sustainably strengthen long-term organisational performance and improve outcomes for customers.

11. Enhancing system performance
Work collectively across boundaries; to deliver sustainable and long-term improvements to system and customer outcomes.

12. Leading at the political interface
Bridge the interface between Government and the Public Sector; to engage political representatives and shape and implement the Government's policy priorities.

Leadership Character

13. Honest & Courageous
Deliver the hard messages and makes unpopular decisions in a timely manner; to advance the longer-term best interests of customers and New Zealand.

14. Curious
Show curiosity, flexibility, and openness in analysing and integrating ideas, information, and differing perspectives; to make fit-for-purpose decisions.

15. Self-aware & agile
Leverage self-awareness to improve skills and adapt approach; to strengthen personal capability over time and optimise effectiveness with different situations.

16. Resilient
Show composure, grit, and a sense of perspective when the going gets tough; to help others maintain optimism and focus.

Working Relationships

Internal working relationships

- Regional Managers
- Chief Advisor Curriculum
- Regional Kaiako Matua
- Regional Team Leaders
- National Leaders of Learning
- Assessment and Qualifications Lead
- Learning Systems Lead
- Kaitohu Tikanga
- Senior Leadership Team
- Creative Services
- Information Resources Group
- Youth Transitions Team
- Systems and Support staff
- Te Kura Board

External working relationships

- Ministry of Education
- NZQA (where appropriate)
- Community groups
- Professional associations
- Other government agencies and departments
- Research organisations

Delegations

Human Resources Delegations

Major Challenges

Allowing for regional difference while maintaining national consistency and coherence

Balancing personalised Big Picture cross-curricular learning, foundational skills and knowledge development, and subject specialisation, to meet the needs of a diverse student population

Working as part of a cross-regional Leaders of Learning team

Qualifications, Attributes and Experience

Essential	Preferred
• Curiosity, flexibility, and openness to new ideas, information and differing perspectives • Proven experience in effective staff leadership and staff development • Resilience, and ability to help others maintain focus and optimism	• Experience in online distance learning • Relevant tertiary qualification • Working knowledge and ability in Te Reo or a Pacific language • Demonstrated ability to apply tikanga Māori in relevant work situations, and commitment to building of knowledge and

Essential	Preferred
• Ability to innovate, problem-solve and achieve goals • Ability to plan, prioritise, and see things through to completion • Excellent relationship management and communication skills • New Zealand teacher registration with current Practising Certificate • Knowledge, understanding and practical experience in delivering authentic Big Picture Learning • In-depth knowledge and understanding of Te Whāriki and the New Zealand Curriculum • Practical specialist expertise in Early Childhood Education, and/or across a range of curriculum levels and/or in one or more learning areas of the New Zealand Curriculum • Proven experience in raising the engagement and achievement of Māori learners • Proven experience in online learning design and delivery • Proven experience in shifting thinking and practice • In-depth understanding and experience in practical application of Ministry of Education initiatives focused on supporting the diverse needs of all learners, and building success for Māori and Pacific students • Successful experience in project management	an understanding of Māori education pedagogy. • Active in professional learning communities