Taieri College

Years 7-13

Taieri College, situated in Mosgiel, serves a well-defined local community. It is a co-educational Year 7-13 College that commenced in 2004 as the result of a merger of The Taieri High School and Mosgiel Intermediate. The College continues a commitment to education that began in the area in 1853.

The expectation is that Taieri College is a community school. This concept involves the College having a sense of ownership by the people of the Taieri. We share with the whole community the important role of developing our young people. It is this which makes our college unique. It is Taieri College.

There is a clearly defined geographical area that has a proud tradition of sturdy independence and a commitment to its unique mix of town and country. It is a community that is willing to embrace change and has looked to diversify and grow to meet the evolving needs of the markets for its products. It has warmly embraced the technical and scientific world in its desire to maximise its production yet has retained its sense of cohesiveness and family values.

Families of the Taieri Plain choose Taieri College to educate their young people. They want:

- a co-educational seamless school
- a safe, supportive environment
- broad-based balanced education
- strong community links
- an education that will equip their young people for the 21st Century
- credentials that will give students from Taieri College the personal resources to fulfil their goals.

At the same time, the community wants its young people to be nurtured and cared for by staff who have values similar to their own. They look to the College to help them teach their young about respect and caring for others, about being honest and trustworthy and to learn about hard work and commitment and the benefits and rewards these can bring.

Taieri College

Years 7-13

Application Pack

The contents of this application pack are:

- Job Description – Teaching Duties
- Application form

Application Process

A cover letter, Curriculum Vitae, and application form should be provided. The application must be received by email no later than:

3.00pm on Monday 7 December 2026
to vacancies@taieri.school.nz

Appointment Process

The principal will lead the appointment process and may delegate parts of the process to the relevant Head of the Learning Area and/or a member of the Senior Leadership Team.

Further Information

If you require further information, please contact the Principal's Executive Assistant.

Lynne Blackwood
office@taieri.school.nz
(03) 489 3823 Extension 104

TAIERI COLLEGE

JOB DESCRIPTION

Teaching Duties

Responsible to:	**Curriculum Director (CD)**
Working Relationships with	Principal, Senior Leadership Team, Students, Teachers, Parents/Whānau
Role Description	You will work as part of a curriculum team to provide effective teaching and learning programmes focused on improving student engagement and achievement. All teachers contribute to the positive reputation of Taieri College through their professional relationships with students, parents/whānau, and the wider community. Contribution to the co-curricular life of the college is an expectation that promotes positive relationships with students and enhances the reputation of Taieri College.
Key Tasks	**Key Performance Indicators**
Plan and implement appropriate learning and assessment programmes	• that the teaching programmes comply with the stated requirements • that students are prepared for national assessment tasks • professional development is undertaken where available and appropriate • Plan and prepare sufficiently for lessons based on teaching that reflects The New Zealand Curriculum and policies and pedagogical models • Prepare and carry out assessments according to and Learning Area procedures and policies • Analyse and appropriately use assessment information, which has been gathered formally and informally, to improve learner outcomes.
Have a thorough knowledge of current principles of teaching and learning	• classroom practice encourages and supports learning for all students
Assess, record and report student learning and achievement	• record student learning and achievement • use the assessment data to adapt/improve teaching and learning programmes • report to parents/whānau, SLT and BOT (through CD)
Maintain a safe and caring environment	• clear standards for behavior are set • understanding of the guidance and support systems • health & safety systems followed

TAIERI COLLEGE

JOB DESCRIPTION

Form Teacher Duties

Responsible to:	**Curriculum Director, Principal**
Working Relationships with	Principal, SLT, Students, Teachers, Caregivers
Primary Objective	To provide pastoral and administrative care to the students at the year level class/group I am responsible for.
Key Tasks	**Key Performance Indicators** **It is my responsibility to:**
Keep students updated with what is happening in the college and oversee the pastoral care of the students in my form class	• assist students with day-to-day concerns and act as their advocate, if necessary • provide a link between the subject teacher and the Dean • liaise with parents/whānau and the counselling system • take the attendance roll on KAMAR completing this promptly and follow up on queries for the Attendance Officer • organise student participation, where required (ie. Swimming Sports, Athletics, Cross Country entries. Work Day and Mufti Day collections • promote active participation in all college activities by fostering form and individual spirit • proofread, collate and then comment on reports when required • act as a line of communication from the administration to the student through reading daily notices, NZQA administration when required and writing of testimonials (where appropriate)

Application for Position

Position applied for: Year 7/8 Homeroom Teacher (fixed-term, full-time parental leave)

Surname _____ Mr ☐ Mrs ☐ Ms ☐ Miss ☐

First name(s) _____

Address _____

_____

Contact number _____ _____

Email address _____

Contact Address if different from above _____

_____

Registration Status Provisional ☐ Full ☐ LAT ☐ Not Registered ☐

Registration Number _____ Expiry Date _____

Ministry of Education Number _____

Is there any sort of agreement that you are under with the Teachers' Council? Yes/No

Citizenship Status: _____

Are you legally entitled to work in New Zealand. Yes/No

Have you ever had a criminal conviction other than a minor traffic offence? Yes/No

If Yes, please provide the date and details of the offence, the penalty, or reason, together with any comments you may wish to make.

_____

_____

Please note: You may be asked to provide a copy of the relevant Court record(s) obtained from the Police and the Board reserves the right to contact authorities to verify any claim made.

Are there any health issues we need to be aware of? Yes/No

If yes, please state the issue(s) _____

Name and contact numbers of three referees:

Name _____ Position _____

Mobile No. _____

Name _____ Position _____

Mobile No. _____

Name _____ Position _____

Mobile No. _____

Co-Curricular Involvement

I can assist with, organise or manage:

Sports (list)	Cultural/Arts (list)	Other (list)

I consent to Taieri College seeking verbal or written information on a confidential basis about me from representatives of my previous/current employers and/or referees, to be used for the purpose of ascertaining my suitability for the position for which I am applying.

I understand that the information received by Taieri College is supplied in confidence as evaluative material and will not be disclosed to me.

Signature _____ Date _____

I declare that, to the best of my knowledge, the information provided in this application and in my enclosed Curriculum Vitae is accurate. I understand that any false or misleading information given, or any material fact suppressed or deliberately omitted, will prevent my employment at Taieri College or, if I am employed, will result in my employment being terminated.

Signature _____ Date _____