OAKLANDS TE KURA O ŌWAKA

VISION: We are Lifelong Learners Who Aspire to Excellence

Whanaungatanga Community	Whakaaroaro Active thinking	Whakaute Respect	Hiranga Excellence

APPLICATION PACKAGE

Scale A Teacher - Permanent

Application closes: 12 noon - Wednesday 9th December 2026



OAKLANDS TE KURA O ŌWAKA

37 Cunningham Place, Halswell
Phone: 03 3228735
Email: office@oaklands.school.nz
Website: www.oaklands.school.nz

Thank you for your interest in the Permanent position of Scale A Teacher at Oaklands Te Kura o Ōwaka.

Please find enclosed:

- Person Specification
- Application form

Further information about Oaklands School is available at http://www.oaklands.school.nz

Job Description **Oaklands Te Kura o Ōwaka Vision**

When emailing your application:

- Please complete all sections of this application form.
- You may attach separate sheets where necessary.
- Attach a copy of a cover letter summarising your suitability for this position.
- Attach a copy of your Curriculum Vitae.
- Please state your preferred level of teaching.
- Please state clearly the position/s you are applying for.
- Please ensure all applications and completed referee forms are received by **12 noon on Wednesday 9th December 2026.**

No late applications will be considered. All correspondence should be labelled **"CONFIDENTIAL APPLICATION"** and emailed to office@oaklands.school.nz

The time frame for the application process for the Permanent position of Scale A Teacher is outlined below:

Applications close: 12 noon on Wednesday 9th December 2026.

Commencement Date: Term 1, 2027

Please note that the above is an indication only. We reserve the right to vary all but the closing dates for applications. We retain CVs until the end of the process, which we will then destroy.

Any enquiries regarding this application can be directed to office@oaklands.school.nz

Person Specifications - Scale A positions

Oaklands
Te Kura o Ōwaka

Personal attributes:

- Be open, warm and flexible in dealing with colleagues, students, parents and community
- Be able to work in teams across the school
- A collegial and supportive team player
- Eager to work in a collaborative environment
- An honest communicator
- Have integrity and be open minded
- Set high standards for oneself
- Have a sense of humour- able to laugh at one's mistakes
- Willing to take risks
- Your values align with our vision
- Willing to learn and participate in professional development
- Listen to others ideas as well as share yours
- Wanting to make a difference for students

Teaching and Learning:

- Be able to work in a collaborative environment
- Willing and able to learn and develop one's skills in the refreshed curriculum
- Demonstrate strengths in the teaching of Literacy and Mathematics
- An understanding and willingness to teach through the inquiry based learning model
- Skilled in using ICT to enhance learning programmes
- A reflective practitioner
- To be able to reflect on one's own practice and share with others
- Able to analyse data to improve outcomes for learners
- Have high expectations and differentiate learning programmes to meet the needs of all learners
- Design learning that is engaging and authentic

Connections:

- Build strong relationships with the Oaklands Te Kura o Ōwaka community
- Contact families regularly via phone calls and meetings to build strong relationships and share their child's successes
- Be an active member of your learning team and wider staff groups
- Participate in the schools social events
- Share the load with colleagues by contributing to programmes outside the classroom eg coaching sports teams, Jump Jam teams, Choir, Chess club etc

Qualifications

- Be a registered or provisionally registered New Zealand Teacher

TEACHING POSITION APPLICATION FORM

Please post or email to:

Oaklands School
37 Cunningham Place
Halswell
Christchurch
office@oaklands.school.nz

Position applied for:

PERSONAL DETAILS				
Surname				
Given names				
Preferred name				
Address				
Contact details	HOME		WORK	
	MOBILE		EMAIL	

Certificated Teacher Status	✓	Registration No.	Expiry date
Certificated teacher			
Provisionally certificated			
Not certificated			

Present Teaching Position	
School	
Date appointed	
Type of appointment	

Can we contact your principal about this position? YES NO

Educational Qualifications	Type of qualification	Date received	Received from

Details of Training and Service

Please include details of your work history for the last 5 years.

SCHOOL	POSITION	DATES	CLASS LEVEL

Please indicate any breaks in service and give reasons, e.g. overseas travel:

DATES	REASON FOR BREAK

Total certificated service

A	In permanent positions	_____	years	_____	months
B	In relieving positions	_____	years	_____	months

Professional Development

Please provide a summary of recent professional learning and development.

CONFIRMATION

1	I certify that the information given in this application is, to the best of my knowledge, true and correct. I understand that the claims made in my application may be checked. I understand that if I have supplied incorrect or misleading information, or have omitted any important information, I may be disqualified from appointment, or if appointed, may be dismissed.	YES	NO
2	I am currently registered to teach in New Zealand.	YES	NO
3	In accordance with the Privacy Act, I authorise the board of trustees to: • Obtain further information from the referees listed in this application, and I consent to the referees disclosing such information to the board • Obtain information in relation to my application from persons not listed as referees, and I consent to these persons disclosing pertinent information to the board. • Contact the Teaching Council.	YES	NO

4	**STUDENT SAFETY** **[*Cross out the statement that doesn't apply to you*]** • I have never been the subject of a complaint about the safety of a student. • I have been the subject of a complaint about the safety of a student. *Please give dates and details:*
5	**OFFENCES AGAINST THE LAW** **[*Cross out the statements that don't apply to you*]** • I have never been convicted of an offence against the law (excluding minor traffic convictions). • I have no pending charges of an offence against the law. • I have been convicted of an offence against the law. *Please give dates and details:* • I have pending charges of an offence against the law. *Please give dates and details:*

6	I know of no reason why I would not be suitable to work with children or young people.	TRUE	FALSE

Applicant's signature *Date*

REFEREES

Please provide the names and contact details of three referees below. Referees' reports are confidential to the board. Referees will only be contacted for candidates who are short-listed.

REFEREE'S DETAILS				
Full name				
Position				
Relationship to the applicant				
Contact details	PRIVATE		WORK	
	MOBILE		EMAIL	

REFEREE'S DETAILS				
Full name				
Position				
Relationship to the applicant				
Contact details	PRIVATE		WORK	
	MOBILE		EMAIL	

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