KAIAKO JOB DESCRIPTION

MANGATERETERE SCHOOL 2027

Piki ake, kake ake - Rise, grow, strive for excellence

Position	**Scale A Teacher / Kaiako**
Employment	Permanent or fixed-term, as specified in the individual appointment
Responsible to	Tumuaki/Principal
Teaching allocation	Determined in response to kura needs and the strengths of the appointed kaiako
School context	Full primary (Years 0–8); two composite classes; approximately 16 tamariki per class

Our kura

Mangateretere School is a small, full primary school on the outskirts of Heretaunga. First opening in 1903, Mangateretere has strong intergenerational relationships with our whānau, hapū, marae and local community. We want every tamaiti to be known, to belong and to experience success. Our vision is Piki ake, kake ake, and our values, which are the foundation of our approach, are Whanaungatanga, Manaakitanga, Ako and Mana Motuhake.

Our approach combines strong, explicit teaching of literacy and pāngarau with hands-on, purposeful learning, inquiry, creativity and real-world experiences. Tuakana–tāina relationships, our in-school technology programme and the development of our marau-ā-kura are important parts of our direction.

Purpose of the role

To provide quality teaching that supports the learning, wellbeing, identity and progress of all tamariki, while contributing positively to the life and ongoing development of our kura.

Teaching, learning and assessment

- Plan, teach, review and adapt learning programmes aligned with the applicable New Zealand Curriculum requirements and our developing marau-ā-kura.
- Teach literacy and pāngarau explicitly and effectively, using assessment and everyday evidence to identify progress and next steps.
- Provide engaging, hands-on learning opportunities that build curiosity, creativity, independence and problem-solving.
- Know tamariki as learners and people; respond to their strengths, identities, interests and additional learning needs.
- Maintain high expectations, positive routines and a safe, inclusive, well-organised learning environment.
- Encourage tuakana–tāina relationships and learning with and from one another.

Te ao Māori and belonging

- Honour Te Tiriti o Waitangi and affirm Māori learners as tangata whenua.
- Use and continue developing te reo Māori and tikanga Māori in everyday teaching and kura life.
- Value local whakapapa, histories, whenua and the knowledge and aspirations of whānau, hapū and marae.
- Help tamariki develop a strong sense of identity, belonging and responsibility to others.

Relationships and contribution

- Build respectful, trusting relationships with tamariki, whānau, colleagues and those supporting the kura.
- Communicate clearly and proactively about learning, progress, wellbeing and concerns.
- Work collaboratively, share ideas and resources, and contribute to consistent practice across our two classes.
- Participate in wider kura activities, events and improvement work, with responsibilities agreed reasonably and consistent with employment conditions.

- Support and guide kaiāwhina and other adults working alongside tamariki, where this is part of the assigned role.

Professional practice and growth

- Meet the applicable Standards for the Teaching Profession and uphold the Teaching Council Code of Professional Responsibility.
- Participate in the kura Professional Growth Cycle, reflect on practice, seek feedback and engage in relevant professional learning.
- Follow school policies and procedures, including child protection, health and safety, privacy, digital communication and educational outings.
- Exercise sound professional judgement, maintain confidentiality and raise concerns promptly through appropriate channels.

Working relationships

Responsible to the Tumuaki/Principal. Works alongside other kaiako, kaiāwhina, support staff, whānau, specialist services and community partners. Governance responsibilities remain with the Board.

Role arrangements

This job description applies to both the permanent and fixed-term teaching positions. Hours, FTTE, start date, employment status, any valid fixed-term reason and other employment conditions are set out separately in the applicable employment agreement and appointment documentation. Class placement and specific responsibilities may be reviewed through discussion as kura needs change.

Acknowledgement

This description outlines the main expectations of the role and is not an exhaustive list. Any changes to duties must be reasonable and consistent with the applicable employment agreement.