



TE WAKA KURA O  
**MOHUA**  
GOLDEN BAY HIGH SCHOOL

## Information for Applicants

# Art Teacher Year 7-13

*Commencing as soon as practical by negotiation*

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#### **The timeline for filling the position is as follows:**

1. Closing date for applications: **Monday 26 May 2025, 5pm.**
2. Short-listing of applicants will occur after this date. You will be notified as to whether or not you are invited to an interview in due course.

#### **Application details:**

Please provide the following:

1. Completed application form
2. Covering letter
3. CV

Address your application to:

**The Principal**  
**Jono Hay**  
**Te Waka Kura o Mohua - Golden Bay High School**  
**12 Waitapu Road**  
**Tākaka 7110**

*Email applications to Steph Hartill: [steph@gbh.school.nz](mailto:steph@gbh.school.nz)*

## Information for Applicants

We are seeking a passionate and future focused teacher to join our staff. The successful applicant will have the skill and enthusiasm to deliver the Arts curriculum that meets the needs of all of our diverse learners. They will be able to utilise the resources and history of our local area, in partnership with Manawhenua ki Mohua and develop 21<sup>st</sup> Century capabilities with learners.

Te Waka Kura o Mohua – Golden Bay High School has recently had a major building redevelopment including new buildings and extensive refurbishment. The school is well resourced and committed to the professional learning and development of our staff, including educational leadership development. We are forward thinking and in the process of redesigning learning experiences for our students. We are currently working to enhance culturally sustaining and relational practices. We are an active member of the Kāhui Ako ki Mohua. This is an exciting time to join the school.

Set in the beautiful Mohua – Golden Bay, Tākaka has a vibrant and diverse community. There is a thriving arts community along with beautiful beaches, native forest and two national parks offering a wide variety of recreational opportunities. Golden Bay is a great place to live and work.

## Person Specification

We are looking for an enthusiastic, registered teacher with the interest and qualifications to teach our Year 7-13 students.

The appointee will:

- Have a commitment and passion for teaching Y7-13 students.
- Have a commitment to Te Tiriti of Waitangi.
- Have a sound curriculum knowledge.
- Be motivated and creative in their thinking.
- Have good communication skills and is a team player.
- Be able to embrace the needs of our students using an inquiry approach to their teaching.
- Have a commitment and willingness to keep up to date with current pedagogical change.
- Have a good understanding of National Standards and NCEA.
- Have a commitment to extra-curricular opportunities.



## Application for Art Teacher

Full Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Telephone (Mobile): \_\_\_\_\_ Email: \_\_\_\_\_

Current Position: \_\_\_\_\_

Time in that Position: \_\_\_\_\_

Teacher Practicing Certificate Number: \_\_\_\_\_

Type and Expiry Date: \_\_\_\_\_

Drivers License (Number and Category): \_\_\_\_\_

*(This section is optional)*

Date of Birth: \_\_\_\_\_

Family: \_\_\_\_\_

Health: \_\_\_\_\_

Ethnicity: \_\_\_\_\_

### **TOPICS TO BE ADDRESSED BY ALL APPLICANTS** (in CV or covering letter)

1. A brief outline of the duties and responsibilities already undertaken.
2. Other relevant educational experiences.
3. Personal and professional qualities and experiences.
4. State other subject areas.
5. Personal interests.

## Referees

Please arrange for at least two referees who may be contacted by phone to support your application.

Please list below the names and contact details.

- 1 Name: \_\_\_\_\_  
Position: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone Number: (Mobile) \_\_\_\_\_ (Work) \_\_\_\_\_  
(Email) \_\_\_\_\_
- 2 Name: \_\_\_\_\_  
Position: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone Number: (Mobile) \_\_\_\_\_ (Work) \_\_\_\_\_  
(Email) \_\_\_\_\_

## Convictions against the Law / Unsuitability for the Position

Have you ever been convicted of any offence against the law (apart from minor traffic convictions), or otherwise know of any reason why you should not be employed in the school environment?

**Yes / No** If you answered **Yes**, please provide the date and details of the offence, or other reasons, together with any comments you may wish to make.

*Please note:*

- 1 You may be asked to provide a copy of the relevant Court record(s) obtainable from the Registrar of the Court concerned.
- 2 Failure to provide correct and true details of any conviction or reason for possible unsuitability will make you liable to dismissal from employment at Te Waka Kura o Mohua - Golden Bay High School Board.

## DECLARATION

I solemnly and sincerely declare that, to the best of my knowledge and belief, the information given in this application is true and correct. I understand that this may be verified.

I agree to the referees being used for the purposes of considering my suitability for the position.

I agree that the Board may make further verbal or written inquiry from people relevant to this application.

I agree that if successful, my appointment will be subject to a satisfactory police vet.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## Job Description for Teacher

**1. Class Teaching:** To provide quality learning opportunities targeted to the specific needs of each class.

Key Objectives	Expected Outcomes
a) Establish level of achievement for each student	Baseline measurements recorded or baseline sample filed
b) Set achievable goals from departmental scheme (where appropriate)	Individual pupils know specific goals
c) Design and plan learning activities that are motivating and challenging for all students	Class programme written up, students are involved with lessons
d) Assess students' progress and evaluate learning activities and outcomes	Cumulative records show individual students making progress
e) Identify and remove barriers to learning	Cumulative pupil records show progress

**2. Class Culture:** To develop an environment where individuals are encouraged, respected and challenged to learn

Key Objectives	Expected Outcomes
a) Develop an environment where students feel safe, relaxed, committed to learning	Evidence of students taking appropriate responsibility for learning
b) Ensure the tasks set are appropriate for the full range of students in the class	All students experience success at their level
c) Ensure that student management is based on positive reinforcement	Teachers and students use positive messages to one another
d) Ensure the teaching area is an attractive, orderly place where equipment and resources are well managed	An interesting classroom with students involved in its maintenance and displays
e) Provide a procedure for resolving mis-understandings and disputes	Distractions to learning are kept to a minimum; disputes are rapidly resolved

**3. Whole School Culture:** To maintain professionalism, both within the school and in the community, in order to foster trust and the highest quality learning and teaching

Key Objectives	Expected Outcomes
a) Participate in student activities outside the classroom	Evidence of a good rapport with students
b) Communicate with parents/caregivers regarding progress, concerns, etc	Reports that emphasise progress made; Attendance at parent/teacher interviews as appropriate Proactive communication with home as required
c) Support the school in the community	Individual's confidentiality respected Problems resolved within the institution and with appropriate constituents Students' positive attributes promoted
d) Support whole-of-school events	Teacher will participate in whole school events, appropriate to his/her responsibilities
e) Actively promote, by example, appropriate and desirable behaviour	Teacher will listen to a variety of points of view; will be available for individual help and advice; will model courtesy; will act fairly; show a sense of humour, in dealing with students, colleagues, parents and members of the public

**4. Professional Learning and Development:**

Key Objectives	Expected Outcomes
Maintain an understanding of trends in the teaching area, keeping up to date in education generally, and in the curriculum area in particular.	Teacher works productively in Professional Growth Cycle Teacher actively seeks professional learning and development

**Pastoral:** Possible Form Teacher.

**Special Responsibilities:** To undertake teaching responsibilities as directed by the Principal.

**Appointee Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Principal Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_