

21 October 2022

Kia ora Kotou,

Thank you for your interest in the vacant permanent teaching position at our school. The position will commence at the start of Term 1, 2023. The position is:

- **Full Time Scale A Yr 2-4 teacher.**

The successful applicant will have a passion for Christ and for teaching pupils from diverse backgrounds. We are looking for a forward thinking teacher with a wonderful sense of humour, who is able to show grace and who is super keen to immerse themselves in providing inspirational, Faith driven, learning opportunities both inside and outside of the classroom.

We are looking for someone who:

- Has an understanding that NCA is God's school and his spirit guides us in all we do. You need to have a strong commitment to walk alongside our young people as they grow in their Faith with Christ.
- Has a strong Christian faith, we will explore this through the appointments process.
- Has an ability to link learning to practical outcomes as well as academic achievement.
- Thrives when working within a strong and committed team, and who is a collaborative team player.
- Is able to demonstrate excellent teaching and communication skills, accompanied with high expectations for all pupils to experience success as success looks for them.

In addition

- Throughout 2023 we will be consolidating our understanding of the Relationships Based Learning Profile (RBL) to enhance best teaching practice through our Professional Growth Cycle.
- At NCA we have a strong commitment to nurturing our understanding and response as Te Tiriti o Waitangi partners. A willingness and ability to be involved in learning, growing and developing in all things Maori is also essential.

Nelson Christian Academy (NCA) is a restorative school with a current roll cap of 260 pupils from year 1 to year 8. At NCA we have a growing waiting list and we continue to flourish with significant pressure on our roll. NCA has a multicultural mix of pupils from around the world, who are well supported through our ESOL programme which embraces the uniqueness of our school's diversity.

As a multi denominational special character state integrated school, our Christian faith is central to our Values and **all** we do. NCA is a fantastic place to work. You will be surrounded by highly skilled staff who are a supportive team of professionals. Our team has a genuine commitment to being authentic and real in our Faith, we have a focus on doing the best we can for each and every pupil.

Because of our Special Christian Character, the position requires a willingness and ability to take part in daily devotions and all events appropriate to the "**Special Character**" of the School and is a condition of appointment, as provided in the School's Integration Agreement and section 65 of the Private Schools Conditional Integration Act 1975 and all relevant amendments to the legislation. The School's "Special Character" is defined in its Integration Agreement and the Proprietor defines the emphasis of scriptural truth that will be maintained in the school. All teaching staff are expected to support this through their personal and private lives as people of integrity and faith. Should you be the successful applicant this will be a condition of appointment and incorporated as part of your "Terms and Conditions of Employment". A willingness and ability to sign the Board of Proprietors Employee Code of Conduct' is a condition of ongoing employment at the school. One of your duties would be to support and uphold the School's "Special Character".

Our website ([Nelson Christian Academy](#)) has a lot of information that may be useful in helping you understand us more. Currently our website is in the process of being updated so please do not hesitate to call to discuss any queries around this vacancy and/or visit the school, I would be more than happy to make myself available for a show around.

I look forward to receiving your application and thank you for showing interest in our fabulous school.

Manaaki te Atua/God Bless,

**Jenny Laidlaw**

Principal | Tumuaki

Te Kura Karaitiana o Whakatu

NELSON CHRISTIAN ACADEMY

## **JOB DESCRIPTION: CLASSROOM TEACHER - Scale A Permanent**

**EMPLOYER:** Nelson Christian Academy Board of Trustees through the Principal

**TEACHER'S NAME:**

**JOB TITLE:** Scale A Teacher Y2-4

**RESPONSIBLE TO:** Principal/ Associate Principal/Team Leader

### **PRIMARY OBJECTIVES:**

- To teach each student God's desire for their life and to encourage them to a personal commitment to Jesus Christ through Christian Education.
- To strengthen each student's ability to apply themselves effectively to their work in a consistent way and to fulfill their various responsibilities.
- To develop each student's ability to work both independently and collaboratively .
- To assist each student to discover their own God-given talents and abilities.
- To support students to think critically and reflectively.
- Assist students to make links to prior learning and real-life experiences through the curriculum.

### **PLANNING**

Plan and evaluate programmes which meet the individual student needs and are consistent with school guidelines and the Special Character of the school.

Planning considers students, curriculum content, supporting activities, RBL teaching approaches and what is evaluated.

Setting of objectives which:

- Build on skills & knowledge already learned
- Are measurable to assess programme quality
- In Alignment with the localised curriculum requirements and identify needs
- Allow for student voice & feedback
- Make full use of resources within the school

Planning based on a clear philosophy of the learning process particularly the Interact Learning pathway.

Planning is within the framework of the Nelson Christian Academy Curriculum and supporting documents.

### **RESOURCE MANAGEMENT**

Make available resources which in turn support children in their learning

### **MANAGEMENT OF TEACHING**

High but realistic expectations of student performance.

Develops programmes relevant and challenging to students with Christian teaching integrated into all programmes.

Build a strong rapport with each student, gaining a deep knowledge of the learner.

Resources selection is done so that the optimum learning can take place. Resources are seen as a support to learning.

Ensuring all resources are available to all students. Effectively incorporates ICT into all aspects of the curriculum.

Models personal excellence and school values

Sets clear and achievable goals for the children.

A positive and supportive class environment.

Effective grouping of children through data analysis

Restorative interactions with children at all times.

Demonstrate results which indicate good subject knowledge and awareness of current teaching methods.

Care for the learning environment and resources.

Effective classroom behaviour management and standards in keeping with the NCA SMS.

Flexibility, reflective teaching strategies used. Can change to another approach if the planned approach is not working.

Efficient use of classroom time and space.

Each student known and valued as an individual

Strategies developed to counter learning difficulties.

Enthusiastic and fun classroom environment.

Effective use of routines.

Creative in developing new approaches as well as applying traditional ones.

***As a result of these programmes students:***

- Demonstrate understanding, knowledge and skills.
- Grow in a personal knowledge of Jesus Christ.
- Are happy and engaged learners that enjoy talking about their learning.

Constantly reflect and implement the latest pedagogical approaches into teaching and learning.

Diverse students' learning needs are addressed through differentiated programmes supported by IEP's and IBP's

Participate in the school's Professional Growth Cycle to enhance best teaching practice and actively participate in all professional learning and development.

Enhances knowledge of the learning process and keeps up-to-date with educational developments, especially in Christian Education.

Be a collaborative team member when discussing best teaching/learning practice.

Provide positive leadership and a good role model in a stable Christian environment.

**ASSESSMENT AND EVALUATION**

Assess students using a range of assessment methods through effective data analysis and Overall Teacher Judgements

Honest and objective reports on student's attitudes and progress.

Relate assessment to objectives.

interim ITJ's and End of Yr OTJ's data form the basis for online reporting in Hero.

Use of resources provides a challenging learning environment.

Regular assessment of student set achievement goals and monitor under achieving students.

Professional development needs identified and training undertaken. Demonstrate results which indicate awareness of subject knowledge and teaching methods.

Open to new ideas combined with a critical evaluation of those ideas from an educational and Christian perspective resulting in:

- Awareness & application of developments in education.
- Better, more effective learning programmes for students.
- Screening of techniques to enhance the Christian growth of the students.

Increased support and guidance resulting in better service to children.

Involvement in decisions

Students learn Christian standards and patterns of behaviour. Complements home and Church.

Prays & explores God's word in a relevant real life way with the children, daily.

A fair and factual identification of the student's skill level, knowledge and attitudes.

Accurate records kept as part of school's Assessment and Evaluation system using diagnostic, formative and summative types of assessment. Primarily through the Hero and Seesaw

Teacher – student discussions provide opportunities for feed forward, feedback, co-construction and power sharing.

Student's understanding is monitored.  
Problems are accurately diagnosed.  
Under-achievements are identified.

Provide student reports in accordance with school policies and procedures. Ensuring plain language at all times when reporting to parents. Arrange for an Interpreter for our ESOL learners when required.

Follow school wide assessment procedures.

#### **PARENTS AND STUDENTS**

Ensure that all communication with parents/caregivers is clear and transparent and in alignment with our school values.

Preserves an 'open door' relationship with parents and students

#### **HOURS OF WORK**

Teachers are to be at school no later than 8am and must not leave earlier than 4:00pm unless arranged with the Principal. Hours worked before or after are at the discretion of the teacher.

#### **SPECIAL CHARACTER**

Supports and promotes the Special Character of the school in all aspects of school life.

The school mission statement is modelled by all staff and is used to support students.

Christian Education is set out in the following statement;

At Nelson Christian Academy, Christian Education is having God at the heart of all teaching, learning and relationships. Developing World Changers with inquiring minds, able to respond skillfully, resiliently and biblically to every situation they face throughout life.

#### **GENERAL TASKS**

Share responsibility for playground duty in a professional manner.

Take an active part in all aspects of school life.

Takes active roles in ensuring that the school in its entirety is cared for, regardless of if it is your role or not.

#### **CURRICULUM RESPONSIBILITY**

School policy on reporting to parents implemented and thoroughly carried out.

Parents and students feel comfortable to approach with queries or problems, interpreters available to support ESOL families.

Teachers are to be available to colleagues during these hours.

Teachers are to inform the Principal if they need to leave before 4:00 each day.

School standards and expectations ensure that all students experience success as success looks for them.

Students have a goal before them and know what standard is required to achieve that goal.

Students are motivated to strive for that goal.

Awareness of the element of spiritual warfare involved in Christian education and an awareness of the weapons being used.

Caring and restorative environment for all students.

Demonstrate an awareness of the Special Character of the school. Model the school values.

To be negotiated with the Principal

## **DIMENSIONS OF THE JOB**

The Spiritual and academic growth of the children must be the considerations that are paramount in going about the daily activities at the school. It is therefore important that the following aspects are taken into consideration when applying for a position at Nelson Christian Academy.

## **EDUCATION AND QUALIFICATIONS REQUIRED**

- Must be a fully registered teacher with recent and relevant teaching experience in New Zealand.

## **SPIRITUAL QUALIFICATIONS**

- A born-again Christian exhibiting a close, daily walk with the Lord.
- Personal life is in order.
- Able to give Spiritual leadership to the school, students and families.
- Able to put the oneness of the Body of Christ above membership in a particular denomination and its doctrines.
- Care for children with the wisdom to lead them to Christ.
- Regular attendance at a local evangelical church.

## **PERSONAL ATTRIBUTES**

The following personal attributes will be needed to succeed in this position:

- Have the utmost of integrity, be kind and caring to all.
- Be able to provide leadership and inspire children.
- Must be completely trustworthy and honest and have a sense of humour.
- Must have a love for children and care for their wellbeing.
- Have a teachable spirit and be able to work alongside others in a team.
- Neat and tidy in personal dress and habits.
- Commitment to Christian education and the future of this.
- Enthusiastic for children and their learning, support all students to identify God's chosen purpose for them.
- Must be willing to fully commit to the Staff Team and the direction of the school.
- Maintains a positive outlook on life.
- Is approachable and willing to take on board positive criticism.
- Shows a willingness to be part of a professional learning group (PLG)

Signed

Date

October 2022