



19 February 2021

Dear Applicant

Thank you for your interest in the recently advertised Scale A FTTE fixed term (sabbatical leave) position at George Street Normal School.

Please find attached our:

- Teaching and Learning expectations
- Criteria for appointment
- Application for appointment
- EEO survey.

George Street Normal School is proud of its reputation and achievements. Our teaching and learning teams work collaboratively to deliver high-quality programmes for children and strive to model best practice for student teachers. As a Normal school, we maintain a close association with the University of Otago College of Education, delivering initial teacher education on our site each year.

We are Dunedin's largest primary school, enrolling children from a wide catchment. Up to one third of our roll, which fluctuates between 450 and 530 each year, arrives from other countries and provides the school with a rich cultural mix. Further information about our school is available from the school website [www.georgestreet.school.nz](http://www.georgestreet.school.nz)

Our vision is to provide a constantly improving environment for children and staff, promoting student wellbeing, enriching learning and building strengths. This environment is where children increasingly value who they are and know what it means to be the best they can be.

If you are interested in helping us make our vision reality, we look forward to receiving your CV and the enclosed application form before the closing time of 12 noon on Wednesday 3rd March 2021. This position starts Term 2 2021

Yours sincerely

Robyn Wood  
Principal / Tumuaki

## **Teaching and Learning expectations**

The successful applicant will:

- Be a superb classroom teacher who creates an engaging and positive learning environment for children
- Be a team player and able to work successfully in collaboration with others
- Have a high level of professionalism
- Establish warm, positive relationships with parents
- Be future-focused and have a willingness to continually learn and improve

## **Criteria for Appointment**

- Evidence of recent successful classroom practice, utilising current pedagogies and learning tools within an emotionally positive environment
- Evidence of openness to new ideas and innovative approaches to learning
- Evidence of ability to successfully plan, implement and evaluate programmes across the curriculum
- Evidence of commitment to own professional learning
- Evidence of ability to relate positively and professionally to all members of the school community - students, staff and parents



## Application for Appointment

**Position and level being applied for:** \_\_\_\_\_

*(Please note that ongoing placement within the school is at the discretion of the principal and will be based on school needs.)*

### Personal Details

Title Mr / Mrs / Miss / Ms

Surname \_\_\_\_\_ Given Names \_\_\_\_\_

Full Postal Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Contact Telephone Number \_\_\_\_\_

### Teacher Status

Registered Teacher

Provisionally Registered Teacher

Not Registered

### Registration No.

\_\_\_\_\_

### Expiry Date

\_\_\_\_\_

### Present Teaching Position / Leadership Position

School \_\_\_\_\_

Date Appointed \_\_\_\_\_

### Nature of Appointment (Please Tick)

Permanent

Part Time

Fixed term

Relieving

**Referees:**

Please supply the names and contacts details of three referees.

**Referee 1:**

**Name:** \_\_\_\_\_

**Relationship to you:** \_\_\_\_\_

**Position:** \_\_\_\_\_

**Referee 2:**

**Name:** \_\_\_\_\_

**Relationship to you:** \_\_\_\_\_

**Position:** \_\_\_\_\_

**Referee 3:**

**Name:** \_\_\_\_\_

**Relationship to you:** \_\_\_\_\_

**Position:** \_\_\_\_\_

I give permission for the Principal to contact my listed referees

**Confirmation**

- I certify that the information given in this application is, to the best of my knowledge, correct. I understand that this may be verified.
- In accordance with the Privacy Act, I authorise the George Street Normal School 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.
- I authorise the George Street Normal School Board of Trustees to make other inquiries as they see fit in relation to my application and consent to the disclosure of information to the Board by such persons to whom enquiry is made, on matters pertinent to this appointment.
- I confirm that I have no pre-existing medical conditions that may be aggravated by undertaking work associated with this position.
- Have you ever been the subject of a formal complaint about student well-being or student safety?  
No    Yes    If yes, give a brief summary:  
\_\_\_\_\_  
\_\_\_\_\_
- Have you ever been convicted of an offence against the law (excluding minor traffic convictions)?  
No    Yes    If yes, give a brief summary:  
\_\_\_\_\_  
\_\_\_\_\_
- I confirm that I hold a current teacher registration in New Zealand and have not, at any time, had my registration reviewed or revoked by the New Zealand Teachers Council due to disciplinary matters.
- I understand that falsification of any details associated with this application, including qualifications and claims of experience, may lead to the termination of my employment.

**Applicant's Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Thank you for your application**

**George Street Normal School**

**Equal Employment Opportunity (EEO) Survey**

Dear Applicant

**Applicants signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Each year we would like to collect information about you that will help us formulate our annual EEO programme. Providing this information is voluntary and I would make the following points:

1. This information is confidential.
2. The results will only be used to provide a summarised statistical report. No individual will be identified and all questionnaires will be destroyed.
3. Please fill in the information below and return it with your job application or, if you prefer, post it separately.

Thank you.

Robyn Wood  
Principal  
George Street Normal School

.....  
What position did you apply for? \_\_\_\_\_

What is your gender? Male / Female (circle)

What is your ethnic identity and/or disability (*please tick one or two boxes that most clearly describes you*)

- New Zealand European/Pakeha
- Maori
- Pacific Islander (i.e. Samoan, Niuean, Tongan, Fijian, Cook Islander, Tokelauan, Tuvaluan)
- Other Ethnic Group (please state which) \_\_\_\_\_
- Differently abled

## **Proposed Timeline**

Applications close on Wednesday 10 March 2021 at 12 noon.

Applicants will be shortlisted by 11th March 2021

Interviews will be held on during the weekend 13-14 March 2021

Appointee commences work at the beginning of Term 2 2021