

# Rangiora High School

Te Kura Tuarua o Rangiora



East Belt, Rangiora 7400  
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rangiorahigh.school.nz

## APPLICATION AND APPOINTMENT PROCEDURE

### Kaiāwhina, Learner Support

Fixed term, Part time (25 hours/week) Term time only

Start date: Negotiable

End date: 10 December 2024

Rangiora High School is a progressive co-ed school of 1700 students. We are committed to PB4L including restorative practices, and culturally responsive pedagogy. We are actively seeking innovative practitioners who have student voice and choice firmly at the heart of their practice.

Applicants must be passionate about improving student engagement and achievement and be willing to commit to co-curricular and extra-curricular activities.

Rangiora High School is an equal opportunities employer. Applications will be considered on merit regardless of disability, handicap, marital or parental status, race, religion, gender or sexual orientation.

#### 1. Closing date

- Applications for this position close at 9am on Monday 29 April 2024

#### 2. Method of Application

- Applications are only accepted electronically through the School Jobs New Zealand website [schooljobs.nz](https://schooljobs.nz)
- Applicants may enclose additional curriculum vitae and other supporting material.
- A covering letter should be addressed to the Principal, Mr Bruce Kearney.
- Application material will not be returned once the appointment has been made.

#### 3. Referees

- Applicants are asked to provide the names and addresses of three people who may be contacted to act as Referees.

#### 4. Shortlisting and Interview

- Short-listing and interviewing of applicants will occur in the week after applications close.
- Applicants invited to an interview for this position will have their travel costs reimbursed where necessary.
- Applicants wishing to bring whānau or other support to the interview may do so at their own expense and should contact Mrs Rowena McKinney, EA to the Principal, on 03

3118888 or [mkr@rangiorahigh.school.nz](mailto:mkr@rangiorahigh.school.nz) in advance so that suitable arrangements can be made.

#### **5. Tenure**

- The appointee will be offered an employment agreement with the School Board. The appointee will be asked if they wish to become a party to the Support Staff in Schools Collective Agreement or to be employed on an Individual Employment Agreement.
- Should the appointee indicate a preference for the Collective Agreement they will be asked to indicate that they have nominated the NZEI as their bargaining agent and are therefore eligible to join this agreement.
- Should the appointee indicate they wish to be employed on an Individual Employment Agreement, the details of the agreement will be negotiated at the time of appointment. The School Board has resolved to offer terms and conditions of employment, which reflect as far as possible those of the Collective Agreement.

#### **6. Salary**

- The salary offered will be in accordance with the Support Staff in Schools Collective Agreement and as appropriate to the appointee's qualifications, training and experience.

#### **7. Professional Learning and Development**

- All staff new to the school will take part in an induction programme and will be provided with advice and guidance through the school's professional support system.

#### **8. General**

- The school's Charter is available on the school's website: [www.rangiorahigh.school.nz](http://www.rangiorahigh.school.nz)