



Te Kura Kaupapa Māori o Ngā Mokopuna



TUMUAKI

'MOKOPUNA KI UTA, MOKOPUA KI TAI

Kei Maraenui Te Kura Kaupapa Māori o Ngā Mokopuna. Ko Maraenui tētahi kāinga o Kupe i tōna wā, kei Motukairangi i Te Whanganui ā Tara.

E toru nga motu e tu marakerake mai ana i te whanga o Te Whanga-nui-a-Tara, ara, ko Matiu, Ko Makaro, ko Mokopuna. Ko Mokopuna te motu iti e noho patata ana ki a Matiu. Ka mutu, ko Mokopuna te ingoa i tapaina ki to matou kura, me te aha, i hua ake ai te kōrero

4 Te Awanui o Falkirk
Maraenui
Te Whanganui-a-tara
04 3808966

KO TE AHO MATUA TE TĀHŪHŪ O TŌKU WHARE
KO TE REO ME ONĀ TIKANGA NGĀ HEKE WHAKAMAU
KO TE TE WHĀNAU KO TE WHĀNAUNGATANGA NGĀ POU



Application and Information Pack

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Timeline

Te Kura Kaupapa Māori o Ngā Mokopuna has set the following timeline for the appointment of the Tumuaki. Every effort will be made to keep to the following schedule in determining the successful candidate. The Kaihautū has delegated responsibility to Sandra Walker (Te Rūnanga Nui o ngā Kura Kaupapa Māori o Aotearoa) for overseeing this appointment.

Timeline for the appointment of the Tumuaki o Te Kura Kaupapa Māori o Ngā Mokopuna	
Gazette Advertisement	20 May 2019
Closing date for applications	28 June 2019 by 5pm
Closing date for written referee reports	28 June 2019 by 5pm
Short listing	28 – 30 June 2019
Interviews	14 July 2019
Recommendation to Whānau whānui	18 July 2019
Appointment confirmed	15 August 2019
Position commences	14 October 2019

Education Gazette Advertisement

(Tumuaki, Permanent - 2019)

He Tūnga Tumuaki Motuhake – U2.

Te tūranga tumuaki ka āhei ki te tono mō te Tahua Tumuaki (Principal Recruitment Allowance)

E tino tūmanako ana tēnei whānau kura kaupapa Māori Aho Matua, ka kaha kitea, ka kaha rangona te reo Māori me ngā tikanga Māori, i ngā wāhanga katoa o te taiao e huri noa i ngā tamariki. Ko te moemoeā o tēnei whānau, kia rere ngā mahi me ngā akoranga i roto i te harikoa, te wairua hikaka me te ngākau māhaki, ā, e tūwhera ana te manawanui o tēnā, o tēnā ki tōna tuakiri, tōna pitomata, tōna rangatiratanga me te mahi ngātahi. Mā ēnei āhuatanga e eke ai te whānau katoa ki te keokeonga o Mātairangi, arā, ki te tihi o te mātauranga.

Kei te rapu mātou i tētahi tumuaki e whakatinanahia ana i ngā matapono o Te Aho Matua i roto i ana mahi katoa. He mea tino nui te whakaohoho i te wairua o te tamaiti ki ngā ahuatanga ako katoa o te ao hurihuri, me eke te kaitono ki te taumata mō ōna wheako whakaako tamariki. E whakapono ana mātou me matatau te tumuaki ki ngā rautaki whakahaere kura me ōna pūkenga whakahaere kaupapa maha pera ki te taha whakaako, taha whaihanganga akomanga me taha putea.

Ko te kaitono ka waimarie ka āhei ki tēnei tono tahua. Tata ki te \$50,000 te nui o te tahua, mō ia tau o ngā tau e toru mō te turanga nei. Ka taea te tono ki te whakaroa ake i te tahua.

Mō ngā kōrero e hāngai ana ki te tahua tumuaki haere ki <http://www.education.govt.nz>.

Ka kati ngā tono hei te 5pm, o te 28 Pipiri 2019. Me tuku ngā tono ki a eboni.waitere@gmail.com

Kura Profile

Te Kura Kaupapa Māori o Ngā Mokopuna

Principal: He Tūnga Tumuaki Motuhake – U2

School type: Co-education Composite Kura

Kura tuatahi (Tau 1 – Tau 8) = 6 Kaiako & 73 ākonga

Wharekura (Tau 9 – Tau 13) = 4 Kaiako & 18 ākonga

Ka timata ngā mahi:

14 Whiringa-ā-nuku 2019



Brief History of the area and whānau

In the 1990's a number of central Wellington whānau desired their tamariki to continue their education in te reo Māori after Kōhanga reo. In 1994 their drive and desire produced Te Kura Kaupapa Māori o Ngā Mokopuna. Named by Kaumatua Richie Luke, our Kura's name not only depicts the beautiful settings but is also a reminder of the role our kura plays as kaitiaki in this area.

The kura quickly outgrew its first premise in Newtown. In 2002 a new home for the Kura was found in Seatoun. Prior to the move, five year 8 students challenged the whānau to allow them to continue their secondary education at the Kura. The whānau accepted the wero and satellite education with Te Kura Kaupapa Māori o Te Rito began. By 2004 the kura had gained composite status and the Wharekura was established.

The whānau whānui have always held strong beliefs that the kura should operate in accordance with the vision outlined in our charter and the guiding principles of Te Aho Matua. Whānau hold an integral role in the governance of the kura. This is achieved by whānau contributions through an ohu structure. This structure wraps around to support the tumuaki, kaiako, kaiawhina, ākonga and whānau.

We have many passionate families both past and present that are committed to stand alone total immersion education and maintaining a kura of excellence for Māori in this rohe. Historically ākonga have come from all over the wider Wellington region to access the quality Māori medium education our kaiako deliver.

Today our kura works alongside Government and Local council to increase the use of te reo Māori in our nation's capital. We hold a number of other important partnerships and relationships with many Wellington marae, businesses, universities and educators that all benefit the learning of our taura, kaiako and whānau.

Our whānau have always been inspired by the determination of our tamariki to learn and remain in this environment. Striving for excellence in our tamariki's education is our ultimate aspiration. In 2014 our Kura celebrated 20 years of delivering Māori medium education in this region. We are seeking a Tumuaki that has the vision to ensure our kura remains for another 100 years.

Ko Te Aho Matua te tāhuhu o tōku whare

Ko te reo me ōna tikanga ngā heke whakamau

Ko te whānau, ko te whānaungatanga ngā pou.



Brief Vision of the Kaihautū for the Kura

In May 2018 the kura held a whānau wide wānanga to design our ideal experience for our tamariki and whānau. The results of this wānanga began the 'He Kura Whānau, He Kura Waka' consultation process. He kura whānau, He kura waka explored the lived experiences of whānau at our kura, understanding the behaviours and giving a glimpse into the lives some of our individual whānau hold. A broad vision for the future of the Kura was explored and outlined by the whānau and confirmed by our Kaihautū.

One key finding in relation to our new Tumuaki is the need for the applicant to have a wide breadth of management capability and leadership experience. We understand that Leadership at a Kura Kaupapa Māori means carrying out a range of duties and tasks centred on the development and expansion of the kura community and the hāpori whānui. Our new Tumuaki can be confident that the whānau will support Tumuaki led initiatives that enhance the learning experience and mana of our kura.

An effective leader in our Kura must recognise that there are many key stakeholders in this space. Akonga, kaiako, kaimahi, whānau, iwi, educators, our Kaihautū and other hāpori groups all have a vested interest in the success of Te Kura Kaupapa Māori o Ngā Mokopuna.

Our overall vision is that Te Kura Kaupapa Māori o Ngā Mokopuna

1. Remain entrenched in the Wellington region as the foremost Māori medium educator.
2. Our ākonga and whānau continue to shape te reo, Māori performing arts and culture in this rohe.
3. That the education received by our akonga produces engaged, capable, confident and resilient raukura.
4. That our ākonga remain in Māori-medium education from Tau 1 - Tau 13.
5. Ko ngā mātāpono o Te Aho Matua, hei ārahi i a mātou mahi katoa, ahakoa te aha.

Principal Recruitment Allowance (PRA)

This school is approved to award a PRA to Principal candidates who meet the eligibility criteria. Eligibility is determined by an independent advisor even though the appointment decision is made by the Board.

Please read the eligibility criteria. Please note that only in exceptional circumstances may a PRA be awarded to a candidate who is not a Principal but who has current management experience and meets a range of the eligibility criteria. For more information on PRA go to <http://www.education.govt.nz/ministry-of-education/specific-initiatives/investing-in-educational-success/principals-recruitment-allowance>

It is important that information candidates send supports their application and the difference their actions have made. The information provided must evidence and confirm a candidate's role in school improvement and student learning acceleration. Below are some suggestions that illustrate how candidates demonstrate they meet the criteria.

Please provide your response to the suggestions identified below in the section of this information pack that is labelled PRA Evidential Material at page 12.

<u>PRA eligibility criteria</u> - In addition to the usual requirements for appointment to a principal's position, applicants for the principal vacancy for which the allowance may be offered must meet a range of the following criteria.	<u>Possible responses might include the following evidence</u>
Can provide evidence of successful performance reviews as a principal	Provide your last two performance review reports
Has experience working with diverse learners and demonstrates a commitment in his/her current school to ensuring a culturally responsive environment	What you have done to ensure culturally responsive environment? How do you know it works?
Has had experience in 'turning around' a challenging school. This would include evidence of a number of the following: <ul style="list-style-type: none"> ● significantly raising student achievement, ● changing community perceptions, such as evidenced by stabilising the school roll, ● moving a school from an Education Review Office one to two-year review to at least a three-year review, ● improving the school's finances (or maintaining a sound financial base over time), ● working with the Board to move the school out of statutory intervention, ● change has been embedded or sustained in a 	What have you done and how have you done it? Back up your claims with data that shows accelerated learning. If you have been in a challenging school describe how change has been embedded and sustained. How do you know?

challenging school (if appropriate)	
Student achievement shows evidence of accelerated progress and/or better student achievement outcomes when compared with 'like' schools	Achievement data for a group/school where you personally accelerated progress over a period of time, preferably three years or more.
Recognised as working positively with current staff and Board to set, communicate and monitor learning goals and targets.	The school annual plan and achievement targets
Education Review Office report indicates at least a three-year review.	Relevant ERO report
There are no identified significant financial issues	Relevant financial report
Is able to demonstrate experience in aligning resources (staffing and financial) to priority goals and targets.	Explain how and why you allocate resources.
Has worked to ensure there is an orderly environment both in and outside the classrooms and there is no evidence of serious problems with student safety.	What systems and process ensure an orderly environment? How do you know your students are safe – not bullied?
There is no evidence of serious problems with staff welfare and safety.	
Has worked to ensure there is a constructive and collaborative work environment.	How have you done this?
Can provide evidence (possibly from a 360-degree appraisal or referees reports) of personal characteristics including: <ul style="list-style-type: none"> • being respected by their profession, • being an effective communicator, • having strong engagement with their school community, • the ability to build relational trust as evidenced by having positive professional relationships with current staff and Board members, • the ability to nurture talent, especially with senior leadership team. 	Referees can provide this information however if you have any evidence you would like to use to demonstrate these characteristics please elaborate.
Has been involved in recent professional learning and development alongside staff members at current school	School PLD programme showing your role.
Is capable of encouraging succession to keep the changes sustainable.	How do you know positive change is embedded?

Information for Applicants

Thank you for applying for the position of Tumuaki o Te Kura Kaupapa Māori o Ngā Mokopuna. Please ensure you have a copy of the appointment criteria and person specifications before completing this application.

1. Please complete this form personally. Read it through first and then answer all questions. Make sure you sign and date where indicated on the last page.
2. Attach *curriculum vitae* containing any additional information relevant to the position. If you include written references, please note that we may contact the writer of the reference.
3. Copies of qualification certificates should be attached. If successful in your application, you will be required to provide originals as proof of qualifications.
4. Failure to complete this application and answer all questions truthfully may result in any offer of employment being withdrawn or appointment being terminated if any information is later found to be false.
5. In terms of a Criminal Conviction, the Criminal Records (Clean Slate) Act 2004 provides certain convictions do not have to be disclosed providing:
 - You have not committed any offence within 7 (consecutive) years of being sentenced for the offence **and**
 - You did not serve a custodial sentence at any time (this would exclude serious offences such as murder, manslaughter, rape and causing serious bodily harm) **and**
 - The offence was not a specified offence (specified offences are in the main sexual in nature) **and**
 - You have paid any fine or costs

Custodial sentences include a sentence of preventive detention and corrective training. Non-custodial sentences include fines, reparation orders; community based sentences and suspended sentences. Please note that you are not obliged to disclose convictions if you are an eligible individual but can do so if you wish. If you are uncertain as to whether you are eligible contact the Ministry of Justice.

6. This application form and supporting documents received from the successful applicant will be held by the school. That person may access it in accordance with the provisions of the Privacy Act 1993.
7. CVs provided from non-successful applicants will not be returned, unless a stamped self-addressed envelope is provided. Application forms and CVs from non-successful applicants will be held until the appointments process is completed and then be destroyed.
8. All information collected from referees will be destroyed at the end of the selection process.
9. All information received will be confidential to the Board of Trustees.
10. Terms and conditions will be as set out in the Secondary Principals' Collective Agreement 2015 to 2017.
11. If you are selected for an interview, you may bring whānau and or a support person at your own expense. Please inform the Appointments Secretary if this is your intention.

Person Specification

The whānau for Te Kura Kaupapa Māori o Ngā Mokopuna is seeking a Tumuaki with the following vision, qualities, practices, and work experience. The ideal Tumuaki of Te Kura Kaupapa Māori o Ngā Mokopuna will have the following attributes:

Ngā ahuatanga me ngā pukengā a te Tumuaki - Tumuaki Profile

Māori language and tikanga in practice

1. High degree of proficiency in Māori language. Has an expert knowledge of tikanga Māori practices. Proven capability to lead our kura in all settings and spaces.
2. Develops, strengthens and preserves high-quality delivery of education through Māori language in everyday practices.
3. An advocate for Māori language revitalisation within whānau and the wider community
4. Explores opportunities to build staff capability in raising the standard of Māori language and tikanga Māori within the kura.
5. Develops ākonga to become independent and lifelong learners.

Leadership

Our ideal Tumuaki will have high educational expectations of our ākonga. They will also embed Te Aho Matua and Kura Kaupapa Māori ethos in all decision making.

1. Mana mokopuna - placing the learner at the heart of all decision making. Enhance ākonga rangatiratanga and achievement through the establishment of a positive and supportive classroom / kura environment.
2. Mana Wairua - ensuring the physical, emotional, social and educational well-being of every individual ākonga.
3. Mana tangata - build relationships with ākonga, kaimahi and whānau whanui based on trust, honesty and respect.
4. Mana Tikanga - ensuring appropriate tikanga, protocols and practice across all aspects of kura
5. Mana Kura - identifying and developing teaching and learning programmes unique to the goals and aspirations of the kura whānau
6. Mana Ako - Builds leadership capacity in kaimahi and ākonga. Prioritises and seeks appropriate support and resources for ākonga. Drives innovation in learning for Māori, as Māori
7. Strives to improve accessibility to the kura, sustains and increases the kura roll and maintains / improves infrastructure capabilities.
8. Has a clear understanding and commitment to whānau whakahaere (whānau-led) management.

Management

1. Works positively and proactively in partnership with the whānau whakahaere.
2. Operates effective systems within the agreed policies and in accordance with legislative requirements.
3. Able to effectively manage the kura's resources, including finances and property to achieve the Kura's annual and strategic objectives.
4. Evidence of successful planning, implementation and evaluation of programmes across Te Aho Matua
5. Has a passion for integrating ICT into ākonga learning.
6. Establishes professional learning communities to strengthen teaching practices.
7. Pursues excellence across the kura.
8. Clear and transparent practices that align with the strategic objectives of the kura
9. Strong awareness and understanding of funding opportunities and external revenue streams that will benefit the kura

Work Experience and desired qualities - Whānau perspectives

Ideally our new Tumuaki has had experience as a Tumuaki in a Kura Kaupapa Māori. The Tumuaki has worked extensively as a teacher and in a management capacity following Te Aho Matua pedagogies and ethos.

The following is a list of qualities and personal attributes that our whānau would like to see in our Tumuaki.

Has a vision for the future of our kura	
Strong te reo Māori practitioner and advocate for te reo Māori	Ngākau māhaki, Ngākau Marae
Proven track record of producing results in a kura like ours	Manaakitanga
Someone who can excel in the smooth management of our kura	Aroha atu, Aroha mai
Passionate about our kaupapa	In-depth knowledge of Te Ao Māori
Proven conflict management skills	Capable of clear concise guidance for kamahi, ākonga & whānau
Shares a collective goal with the whānau	Good listener and communicator
That our Tumuaki continues to learn and develop professionally in the interests of the role of Tumuaki	Has strong internal strength
Ability to strengthen local and national relationships – uses these networks for recruitment of quality staff	Strategic thinker
Seeks to realise the potential across the kura	Confident decision maker
Has a strong understanding of 'kaitiakitanga' and the role our kura plays in the region	Clear & transparent
	Natural leader and manager of people
	Community development minded
	Able to excite our kaimahi
	Resilient
	Wairuatanga

Application for the Appointment of the Tumuaki o Te Kura Kaupapa Māori o Ngā Mokopuna

1. Personal Details

Full name	
Preferred Title	
Address	
Telephone (Home)	
Telephone (Work)	
Telephone (Mobile)	
Email	
Teacher Registration #	
Expiry Date	
Qualifications relevant to the position	

2. Summary of positions held over the past 10 years

School	Position held	Reason for leaving	Period employed

3. Referees

Please provide the names of three people who could act as referees for you. One of these should be your current or past BOT Chairperson and at least one should be a person who has worked under your leadership. Please ensure your selected referees are able to attest to your professional competencies.

Referee 1	
Full name	
Address	
Telephone (Home)	
Telephone (Work)	
Telephone (Mobile)	
Email	
Relationship to applicant	
Years known to applicant	

Referee 2	
Full name	
Address	
Telephone (Home)	
Telephone (Work)	
Telephone (Mobile)	
Email	
Relationship to applicant	
Years known to applicant	

Referee 3	
Full name	
Address	
Telephone (Home)	
Telephone (Work)	
Telephone (Mobile)	
Email	
Relationship to applicant	
Years known to applicant	

Please ensure your referees complete the form and send it back to eboni.waitere@gmail.com by 5.00pm on the **28 June 2019**

4. PRA Recruitment Allowance (PRA) Evidential material

Expand this text box as required to respond to the criteria as outlined on pages 4 to 5 of this information pack. The board recognises that you may have to send additional information. Please reference your answers in this section of the pack to the additional information you have provided.

5. Self-assessment

Please complete the following self-assessment. Please limit your responses to the space provided. Bullet points are acceptable.

Personal Statement

Summarise your reasons for being a strong candidate for the position of Tumuaki o Te Kura Kaupapa Māori o Ngā Mokopuna

Curriculum Delivery & Pedagogy

Describe an initiative that you have set up for an innovative approach to curriculum delivery, and how this initiative impacted on the teaching and learning process. How was the effectiveness of this initiative measured?

Professional Leadership

Explain your views of what the term 'Professional Leader of Learning' means by paying particular attention to how it might impact on the teaching and learning process.

Engaging with the community

How would you engage with the wider community to gain a profile as the Tumuaki o Te Kura Kaupapa Māori o Ngā Mokopuna and gain an understanding of the students and community's educational needs?

6. General

1) Have you ever been convicted of an offence against the law?	YES / NO (Please circle)
If 'YES', please supply relevant details:	
2) I give permission for the Te Kura Kaupapa o Ngā Mokopuna School Kaihautū to check my record with the New Zealand Police.	(Please sign here to confirm)
3) To the best of my knowledge the statements in my application and <i>Curriculum Vitae</i> are true and accurate. I give permission for these claims to be verified. I understand that the conditions of my employment may be jeopardised if the claims are found to be false.	(Please sign here to confirm)
4) I give permission for the Kaihautū (represented by Te Rūnanganui o ngā Kura Kaupapa Māori o Aotearoa) for Te Kura Kaupapa Māori o Ngā Mokopuna to gather information from any person or organisation that the Board deems necessary in relation to the job description and person specification.	(Please sign here to confirm)

7. Do you wish the Board of Trustees to consider any other information?

Please use the following space to provide any additional information that you wish the Board to consider when reflecting on your application.

8. Signature and Date

(Signature)

(Date)

Office use only:

Date the application was received: