

# JOB DESCRIPTION

**Kairuruku - Collaboration Lead;**

*“E kore au e ngaro, he kākano i ruia mai i Rangiatea”*

**Position opens – Friday 26<sup>th</sup> June**

**Applications close – Wednesday 24<sup>th</sup> July**



## GENERAL

**Ngā Kura ā Iwi o Aotearoa Incorporated (NKAI)** is a constituted body that represents and supports 36 tribal schools that affiliate to our organisation voluntarily. We identify ourselves using the term 'Iwi' to denote our descent from an eponymous ancestor.

### **Te Tihi o Angitu – Pinnacle of Success**

The focus in all our direction is on well-being and achieving the pinnacle of excellence for our children, grandchildren (Uri) and all stakeholders of NKAI by utilising the greatest gifts left to us by our forebears – Culturalcy.

### **Ngā Ringa Wera – Operational Body**

The Ringa Wera of NKAI provide a range of services including professional development, support and advocacy. Led by the Pou Kōkiri – Chief Executive Officer the Ringa Wera team provides the necessary infrastructure to support the work and activities of NKAI with both strategic and day to day operational deliverables.

### **Ngā Mātāpono – Principles | Ko te Ringa Wera he Kāhui**

- **Pono:** We are trustworthy and reliable.
- **Whakaaro Nui:** We respect each other and what we bring.
- **Angitu:** We focus on quality by delivering detail on time.
- **Wānanga:** We honestly challenge the idea to get the best results for our kaupapa.
- **Hāpai Tukuihotanga (Reo me ngā Tikanga):** We uphold our culturalcy.

## POSITION PURPOSE

To provide leadership to a group of Ngā Kura ā Iwi teachers who are focused on outstanding Uri achievement in a particular kaupapa, subject, approach or initiative. This position will support teachers who have a common interest to work together and support each other for the betterment of our Uri throughout Aotearoa.

The successful person will have the ability to lead and support members of the group to collaborate and focus on a particular area of interest or expertise. This person will have excellent communication and time management skills who is focused on outstanding outcomes for our Uri of Ngā Kura ā Iwi. This person will need to be able to use the NKAI collaboration infrastructure to support communication and collaboration across the group and will lead these processes.

## KEY RELATIONSHIPS

Kairuruku – (Collaboration Lead) is responsible to the Pou Whakapakari of NKAI.

Communicate well, identify issues/risks and propose solutions for best delivery to achieve outcomes.

## KEY RESPONSIBILITIES

Leading the collaboration of Roopu members: To provide effective communication and guidance to the membership	Roopu members work together as a team. Collaboration and inter-collegial support is nurtured and grown. Progress is made to support the achievement of the kura goals of each of the members.
To provide professional leadership to staff within the delegated areas of responsibility	Roopu members are well informed about the latest developments and resources relevant to the roopu.
To work with the roopu to identify professional development, resourcing, collaboration and pedagogical opportunities for the membership	Professional development needs are identified. Professional development opportunities are offered within the roopu or beyond the roopu.
To demonstrate effective working relationships with all members	Ideas, expertise and information is shared with all members. Roopu members feel supported and valued.

## KEY CHALLENGES

1. Collaborate with a roopu from around Aotearoa to focus on the advancement of our Uri in an identified kaupapa/subject/initiative.
2. To utilise the NKAI technology to enable and support the collaboration of roopu members from around Aotearoa
3. Coordinate online discussions and develop teaching tools together with your team
4. Ability to work in a team and manage time efficiently so that the roopu goals are achieved
5. Lead a group of teachers who are focused on the kaupapa (subject/shared focus) that you are leading

## DESIRABLE

- Competency in and knowledge of Te Reo Māori (written and oral) and tikanga Māori is an advantage but not necessary depending on the kaupapa/subject/initiative
- Sets high goals or standards of performance for self and organisation. Results oriented as an individual and within a team
- Demonstrated flexibility and willingness to assist others
- Is proficient in using Google suite applications
- You are currently a teacher or occupy a similar role

**Target NCEA kaupapa:**

- Pāngarau (Mathematics)
- Pūtaiao (The Sciences)
- Hauora (Health and Physical Education)
- Tikanga ā Iwi (History and Social Studies)
- Tikanga/Iwitanga
- Reo Pākeha (English)
- Hangarau Matihiko (Digital Technology)

**Time frame for position:**

Specified NKAI events include – NKAI PLD full day training, full day NKAI NCEA Jumbo day in addition to admin and group co-ordination leading up to these events.

We welcome applications from both inside our institution as well as external candidates who think they meet the required criteria. PD will be provided to the successful applicants so that they can use our IT system to support the collegial collaboration. Remuneration for the above tasks will be set as piece rates and will be discussed during interviews with all candidates.

**FOR MORE INFORMATION:**

Contact Skye Stirling at [skye@kuraaiwi.maori.nz](mailto:skye@kuraaiwi.maori.nz)