

Unqualified Early Childhood Teacher

Kaupapa | Purpose

- To provide quality education and care for all children in the centre
- To contribute to the day-to-day centre operation
- To work collaboratively with the team to ensure best practice outcomes for children

Reports to: Team Manager

Team: Wintec

Remuneration: Band 1 (\$56,453 – 60,900)

Ngā mahi | Do

- Carry out daily duties
- Centre rosters are followed, and duties carried out proficiently
- A rich range of resources is provided at all times
- Relevant legislation pertaining to duties is known and complied with high standards of practice are maintained
- The environment is supervised to a high standard
- Working with groups of children for extended periods of time to promote learning
- A stimulating environment that promotes learning is evident for the children
- The learning environment for children is managed with positive feedback given to them to promote self esteem
- Children's needs are met, and the emotional environment is safe, warm and positive
- A range of teaching strategies are evident as children are engaged at play
- Working effectively within the bicultural context of Aotearoa New Zealand

- Te Reo Maori and tikanga are evident in practice and in the daily programme
- Respect is shown for bicultural customs and protocols
- Respect is shown for the heritage and language of Maori children and families
- Meeting the cultural and diverse needs of all children
- Resources used reflect other cultures
- Cultural practices are evident in the curriculum and in practice
- Phrases and words from the children's first language are heard
- Equity and cultural diversity are promoted
- Demonstrating commitment to promote the well-being of all learners
- A safe and healthy working and learning environment is maintained for children, staff and others
- Conflict is managed effectively by working actively to achieve resolution
- Policies and legislation is adhered to at all times
- Standards of practice are maintained to ensure children and adults are kept physically, socially, culturally and emotionally safe
- Establishing and maintaining effective professional relationships
- Communication with all members of the centre are respectful and considerate
- A positive and collaborative culture is evident within the team
- Liaise with all the team is evident, carrying out duties as requested
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- A positive and collaborative culture is evident within the team
- Liaise with all the team is evident, carrying out duties as requested
- Implement an appropriate learning programme
- High quality teaching practice is promoted
- Guidance from colleagues is taken on board and used to promote learning
- Enthusiasm, energy, passion and fun is evident as you encourage children to learn through play

- A willingness to gain knowledge about learning through play is seen
- Children are supported to use a range of skills and strategies to gain social competence
- Feedback from colleagues is asked for to improve practice
- Show leadership that contributes to effective programmes of learning (qualified, registered teachers)
- Knowledge and skills to effectively assist with the centre operation are evident
- Effective teaching practice is modelled
- Colleagues are supported to improve teaching practice
- Licensing criteria competencies as a 'person responsible' are met

Health and safety management accountabilities are understood and applied.

Individual and staff H&S outcome and objectives

- Significant hazards in the area of responsibility are identified, documented and reviewed annually or as new hazards emerge
- Significant hazards are eliminated, isolated and/or risk minimized
- Staff in the area of responsibility are involved in the hazard management

Wintec culture

- Observes Wintec's mission, strategies, priorities and values in all activities
- Follows all Wintec and Te Pūkenga's policies and procedures and legislative obligations
- Demonstrates an understanding and commitment to the principles of the Treaty of Waitangi and Equal Employment Opportunities (EEO)
- Demonstrates an understanding of and commitment to Wintec | Te Pūkenga mission, strategies, priorities and values
- Promotes equity and diversity in the workplace; builds mutual trust; and treats kaimahi equitably, transparently, fairly and in a culturally appropriate manner

- Undertakes continuous improvement and development of systems, procedures and service to ensure Wintec maintains and develops its position as a leading provider of vocational education and training

Other duties

- Performs other duties as may be reasonably required from time to time

Demonstrate commitment to:

Te Tiriti o Waitangi. Through our developing understanding of our obligations and our connection with Te Tiriti o Waitangi as both individuals and as an organisation.

Ākonga at the Centre. Through prioritising the experience, wellbeing, and success of our ākonga in our decision-making process.

Equity. Through recognition, empowerment, and inclusion we can give greater acknowledgement of the unmet needs of Māori, Pacific and disabled ākonga and their whānau.

Vocational Education and Training Excellence. Through quality provision for all ākonga, meeting the regional needs of employers and communities.

Pūkenga | Have

Education, Training and Experience

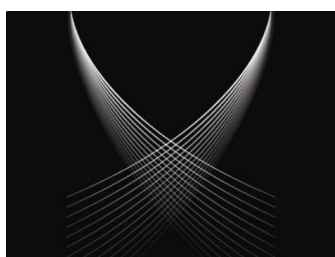
- Education/training
- Certificate in ECE or beginning training in ECE preferred
- Experience
- Experience in an ECE service or with groups of children
- Typical knowledge, skills and attributes
- Able to exercise judgement in problem solving
- Ability to be innovative, to question the status quo and to adapt to changing circumstances

- Ability to use initiative

Wintec Values



Manawa nui describes the behaviour of a person or group that embodies manaakitanga (kindness), humility, patience, respect, tolerance and compassion.



Manawa roa describes the behaviour of a person or group that embodies staying power, resilience, fortitude, grit and doing what needs to be done to achieve the collective goal.



Manawa ora describes the behaviour of a person or group that embodies the act of breathing life into all aspects of another life form.

Ngā Hononga Mahi | Working relationships

Internal:

Heads of School/Centre Directors / Team Managers/Team Leaders/Coordinators /
Administration Staff / Department Managers

External:

Government agencies / Unions / Tamariki, Whanau

Resource delegations and responsibilities:

Financial: Nil

People: Nil