



NORFOLK
SCHOOL

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Norfolk Road RD 8, Inglewood 4388

Phone: 06 756 8306 Fax: 06 756 8648

E-mail: principal@norfolk.school.nz

Assistant Principal / Junior Team Leader Position

Permanent position, New Entrant Teacher, Assistant Principal, Junior Team Leader.
Starting Monday January 27th, 2020 (Beginning Term 1) (3 Units).

Are you an outstanding, hardworking new entrant teacher with the 'X Factor' to help lead our school into the future? Well we have the perfect job for you!

We require a vibrant, innovative new entrant teacher and an aspirational Assistant Principal / Team Leader with exemplary classroom practice with the ability to motivate and inspire learning in our new entrants. As our Assistant Principal and Junior Team Leader you will work closely with colleagues to develop holistic, innovative learning programmes.

Our Board of Trustees feel that strengths in literacy and numeracy are essential. The ability and willingness to embrace unique, inspirational learning opportunities is also vital. The successful applicant will be a future focussed thinker and have a track record in building strong relationships with students, staff, whānau and the wider school community. You will have a passion for the environment and a willingness to embrace this in your classroom programmes.

Our staff would like a friendly, vibrant colleague and friend who fits into our welcoming Norfolk School culture. You will be collaborative, flexible, keen to learn with us and have a great sense of humour. A strong understanding of new entrant and junior programmes is essential. A knowledge and willingness to use Google platforms and digital technologies is also important to our future focussed school.

Our learners would love a teacher who is fun, energetic and kind. Someone who wants to make their learning fun every day. They are amazing children and deserve the best teacher ever!

Applications close Thursday 21 November at 1pm.

Further information about our school and the application package can be found on our webpage – www.norfolk.school.nz

Please email your CV along with the completed application form and a covering letter outlining the strengths you could bring to our school to the Principal:

Andrew Georgeson

email: principal@norfolk.school.nz

Appointment Timeline - Junior Team Leader / Teacher

Monday November 4th - Advertisement in Education Gazette and on the Norfolk School website

Thursday November 21st - Applications close at 1pm

Thursday November 21st - Shortlisting and referee checks

Saturday November 23rd - Interviewees notified

Saturday November 30th - Interviews

Monday 27th January - Position starts

Application Form

Applicant Details

Name:	
Address:	
Contact Phone/s:	
e-mail:	
Teacher Registration #	

Referees

Please provide the names of three people who could act as referee for you. At least two of these should be able to attest to your work performance. If you have included written references from people other than those recorded below, please note that we may also contact the writers of these references as well as your named referees.

Name	Address	Telephone	Relationship (e.g. employer / Principal)

Authority to approach other referees:	I authorize the Board of Trustees, to approach persons other than the referees whose names I have supplied to gather information related to my suitability for appointment to the position.	Yes No
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Further Information

	Please highlight as appropriate:
Are you a New Zealand citizen?	Yes No
If not, do you have resident status, or	Yes No
A current work permit?	Yes No
Have you ever had a criminal conviction? (convictions that fall under the Clean Slate Act do not have to be disclosed) If yes please detail:	Yes No
Have you ever received a police diversion for an offence? If "Yes" please detail:	Yes No
Are you awaiting sentencing / currently have charges pending? If "Yes" please state the nature of the conviction / charges pending:	Yes No
In addition to other information provided are there any other factors that we should know about to assess your suitability for appointment and ability to do the job? If "Yes" please elaborate:	Yes No

<p>Have you had any injury or medical condition caused by gradual process, disease or infection, such as occupational overuse syndrome, stress or repetitive strain injuries, which the tasks of this job may aggravate or contribute to?</p> <p>If "Yes" please detail:</p>	<p>Yes No</p>
<p>If you have any disability or medical condition for which you would need support to effectively carry out the roles detailed in the job description, please give details of the support needed here:</p>	

"I solemnly and sincerely declare that, to the best of my knowledge and belief, the information given in this application is true and correct. I understand that this may be verified."

Name (printed) _____

Signature _____ Date _____