

KINDERGARTEN JOB DESCRIPTION

This material is confidential to applicants, referees and Association management

POSITION:	Teacher
KINDERGARTEN:	
VACANCY NO:	
RESPONSIBLE TO:	Head Teacher Senior Teacher General Manager
FUNCTIONAL RELATIONSHIPS:	Head Teacher Senior Teachers Kindergarten Teacher colleagues WRFKA staff and management Parents/Whanau Children Education and Support Agencies
PRIMARY OBJECTIVE:	To ensure the delivery of high quality early childhood education in kindergartens.
CURRENT STAFF:	
LICENCE:	
CURRENT ROLLS:	
WAITING LIST:	
AVERAGE ATTENDANCE:	
COMMITTEE SUPPORT:	

*Kindergarten – Teacher - Vacancy No:
Gazette date:*

DESCRIPTION OF COMMUNITY:	
INFORMATION RELEVANT TO THIS POSITION:	
KEY TASKS SPECIFIC TO THIS KINDERGARTEN	
KEY TASKS FOR ALL KINDERGARTEN TEACHER POSITIONS	
KEY TASKS	EXPECTED OUTCOME
<i>Be conversant with current early childhood theory and practice.</i>	Deliver high quality early childhood education. Model appropriate teaching strategies.
<i>Show the ability to absorb and apply appropriate legislation and policy in early childhood education.</i>	Implement Association policies and Ministry of Education Guidelines. Understanding and implementation of Health and Safety legislation/practices. Application of all appropriate legislation and policies.
<i>Show an ability to assist with the identification, development and management of resources.</i>	Identification of resource needs in the kindergarten. Development of priorities for resources in consultation with Head Teacher and committee. Adapt resources, where necessary to make them appropriate for the kindergarten. Assist in ensuring resources are properly used and maintained.
<i>Commitment to equity and bicultural issues.</i>	Address equity issues with colleagues and ensure all children will be exposed to equitable programmes and treatment.
<i>Plan, implement and evaluate programmes which address the needs of children.</i>	Plan and implement programmes which reflect the Treaty of Waitangi issues. Implement Te Whāriki. Develop programmes which allow for observations and evaluation and assessment processes. Contribute to and implement IDPs as required.
<i>Show an ability to create a positive</i>	Ensure sound delivery of the curriculum.

Kindergarten – Teacher - Vacancy No:
Gazette date:

<i>learning environment.</i>	Ensure the skills, interests and needs of children are identified. Provide opportunities which promote positive learning outcomes including a quality environment and displays of children's work.
<i>Work and communicate with colleagues, parents and children.</i>	Use appropriate communication skills to develop a professional working relationship with teachers, parents and children. Work as part of a team.
<i>Take part in a professional development programme.</i>	Active participation in the professional development programme. Attend staff meetings.

PERSON SPECIFICATION:

A kindergarten Teacher will:

- Display qualities of tact, discretion, reliability, integrity.
- Be accepting of the wide diversity of abilities and circumstances which may be evident in this kindergarten community.
- Have excellent communication skills.
- Be registered or a graduate working towards registration.
- Shall hold a current first aid certificate.

Kindergarten – Teacher - Vacancy No:
Gazette date: