

## **POSITION DESCRIPTION**

**Status:** Full Time Teacher, Scale A, Permanent

**Starting date:** Negotiable

### **Application**

**Closing Date:** 26 June 2019, Midday

**Responsible to:** Directly: Deputy Principal, Senior Teacher  
Ultimately: The Board of Trustees and Principal of Oaklynn School

**Remuneration:** Salary is payable at the appropriate level of the basic scale for primary teachers as designated by the Collective Employment Agreement for Principals, Deputy Principals and other Unit Holders and Teachers 9 June 2016 – 8 June 2018.

**Job Description:** The core job description will be the Registered Teachers Criteria with performance indicators designed to reflect the work of Oaklynn School. Other aspects of the job description will be negotiated according to the needs of the school and the strengths and interests of the appointee.

### **Position:**

#### ***Teacher - Oaklynn TEC***

As the teacher, you will lead the learning for a group of young adults aged 18 – 21, with a range of learning difficulties including autism. The young learners follow programmes that include a range of functional, recreational and vocational activities, including work experience, as well as SPEC courses (South pacific educational courses – supported learning modules).

### **Working**

#### **Relationships:**

The appointees will:

- work with the Principal, all school staff and the Board of Trustees of Oaklynn School
- work with the Principal and staff of the host schools as applicable
- work closely and collaboratively with the class team and members of the specialist staff
- communicate, consult and work with families, whanau groups and caregivers
- liaise and work with community support agencies and personnel

**Key Tasks:**

- Assessment and goal setting for individual learners and groups of learners
- Setting up individual plans for learners in consultation with parents, caregivers and other professionals.
- Designing, implementing and evaluating personalised and class programmes and systems that support independence. These will include behaviour support and care plans where relevant.
- Liaising with parents and other caregivers
- Liaising with Oaklynn therapy and specialist staff
- Liaising with visiting professionals and acting as a public relations agent for Oaklynn School
- Liaison with the wider community as necessary (transition providers, employers, etc)
- Contributing to the corporate life of Oaklynn School by attending relevant meetings, accepting responsibilities as appropriate and participating in school activities
- Participation in professional development programmes and other performance management systems in the school

**Person Specification:**

The appointee will:

- be a NZ registered teacher
- have some experience in working with learners with Special Educational Needs
- have a range of effective skills that will support student's to learn
- be able to develop and implement systems which promote independence
- be able to develop strategies for managing behaviour positively and proactively
- have good communication and interpersonal skills, and the ability to manage and work with teams
- be able to relate to parents / whanau, caregivers and colleagues in a caring and supportive manner
- have zeal, energy, humour, adaptability, initiative

We encourage applicants to state their areas of strength, experience and interest. We emphasise, also, that all teachers must be prepared to teach in any area of the school and intra-school transfers may be made as and when, the needs of the school require it.