

**Application Pack – Maranatha Christian School Reading Recovery Teacher
(Part Time/Fixed Term) 0.2 FTTE**

Thank you for your expression of interest for the Reading Recovery Teaching position at Maranatha Christian School.

Please find enclosed the following:

- Application form
- Job Description
- Pastor's reference
- Statement of Faith

Please ensure that your application is received at the address below **by 12 noon, Tuesday, 23 October 2018.**

Appointment Committee
Maranatha Christian School
P.O Box 30438
Lower Hutt
5040
NEW ZEALAND

Documents can also be emailed to: appointments@maranatha.school.nz
(Please enter "Confidential –Reading Recovery Teacher" in the subject line)

If you have any questions regarding this position or the application process, please contact Corry Zondagh at the Maranatha Christian School office in the first instance.

Kind Regards



Steve Farrand
Principal
Maranatha Christian School

Maranatha Christian School – Teacher Appointment

Application for Appointment

IMPORTANT NOTES FOR APPLICANTS

Thank you for applying for a position at Maranatha Christian School. Please fully complete this form personally ensuring that you sign and date where indicated on the last page.

Tagged Teacher Position:

In accordance with Section 65 of the Private Schools Conditional Integration Act 1975, and the School's Integration Agreement, the requirements for this position include:

- A willingness and ability to take part in religious teaching appropriate to the 'Special Character' of the School
 - A willingness, ability and acceptance to uphold and preserve the 'Special Character' of the school (as indicated in the advertisement for this position)
- Attach a Curriculum Vitae (CV) ensuring that it contains the following information:
 - Educational Qualifications/Registration Status (including copies)
 - Employment History – Including:
 1. Place and dates of employment
 2. Position/s held
 3. Reason/s for leaving
 - Referee List (3 Referee's required) – Including:
 1. Names
 2. Address
 3. Contact details
 4. Relationship to referee (e.g. employer/principal)
 - If you are not a New Zealand Citizen, please attach a copy of your passport with proof of immigration status.
 - Additional information including completing a 'Proprietor's Special Character form', as well as providing proof of identity (incl. sighting of original documents) will be required, if shortlisted.
 - Incomplete applications or false statements of fact may result in any offer of employment being withdrawn or appointment being terminated.
 - The successful applicant will be required to provide information and consent to police vetting prior to the appointment being finalised (as determined by the results of the vetting process), as per the Vulnerable Child Act 2014.

Once submitted, the application form and supporting documentation will be held by the school office. This can be accessed in accordance with the Privacy Act (1993).

If you have any queries, please contact the Office Administrator: Corry Zondagh (565 0749)

OFFICE USE ONLY: These pages must be retained on file as part of the application; they must not be removed or destroyed.

APPLICATION FOR APPOINTMENT

Position applied for	School
<i>Teacher – Part Time Fixed Term Reading Recovery</i>	<i>Maranatha Christian School</i>

Tick One

Mr Mrs Ms Miss

Or other preferred title:

Surname/Family Name	First Names (in full)

Full Postal Address

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Contact Telephone Number

Private:	Business:
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Contact Email

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Please tick the appropriate boxes:

Are you a New Zealand citizen?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If not, do you have resident status, or	Yes <input type="checkbox"/>	No <input type="checkbox"/>
A current work permit?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Do you hold New Zealand Teacher Registration	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If "Yes" Registration Number:	Category:	Expiry date:

<p>Have you ever had a criminal conviction? Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p><i>(convictions that fall under the clean slate scheme do not have to be disclosed)</i></p> <p>If "Yes" please detail:</p>
<p>Have you ever received a police diversion for an offence? Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>If "Yes" please detail:</p>
<p>Have you been convicted of a driving offence which resulted in temporary or permanent loss of licence, or imprisonment? Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>If "Yes" please detail:</p>
<p>Are you awaiting sentencing/currently have charges pending? Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>If "Yes" please state the nature of the conviction/cases pending:</p>
<p>In addition to other information provided are there any other factors that we should know to assess your suitability for appointment and ability to do the job? Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>If "Yes", please elaborate:</p>
<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? Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>If "Yes", please detail:</p>
<p>Do you have a current driver's licence? Yes <input type="checkbox"/> No <input type="checkbox"/></p>

The position you have applied for requires specific knowledge, skills, attributes and personal characteristics. Please provide details of your skills and personal characteristics specific to the advertised position. If you have any queries, please contact the Office Administrator, Corry Zondagh, on 04 565 0749 ext 700, weekdays between 8am – 4pm).

Knowledge, skills, attributes and personal characteristics	Past roles in which you have demonstrated this knowledge, skills, attributes and personal characteristics	What did you do which demonstrated this?

Privacy Act Authorisation

I _____ do hereby authorise the Board's appointment sub-committee to undertake the process of seeking more information from the writers of any reference or from a nominated referee or any person to seek elaboration of any aspect of written information that is presented to the Board as part of the application for the position of Principal at Maranatha Christian School.

The Board is also authorised to advise unsuccessful applicants of my name should I be the successful applicant.

Signed: _____

Date: _____

I certify that the information I have supplied in this application is true and correct. I understand that if I have supplied incorrect or misleading information, or have omitted any important information, I may be disqualified from appointment, or if appointed, may be liable to be dismissed.

Signature _____

Date _____

Please send this form together with all other application documentation, either electronically, or by post, to reach the address below by 12 noon, Tuesday, 23 October 2018.

Send to:

Appointments Committee
Maranatha Christian School
PO Box 30438
Lower Hutt 5040
NEW ZEALAND

School Phone: 04 565 0749

Email: appointments@maranatha.school.nz

(please enter "Confidential – Part time Fixed term Reading Recovery Teaching position" in the subject line)

Checklist:

- Application Form completed
- CV enclosed with this form
- Pastor's Reference
- Signed Statement of Faith

MARANATHA CHRISTIAN SCHOOL



“Providing a Christ-centered education where students are empowered to achieve great things for God’s Kingdom”

JOB DESCRIPTION

READING RECOVERY TEACHER

Position: Reading Recovery Teacher (Fixed Term/Part Time 0.2 FTTE)

Name:

Commencement Date: 1 February, 2019

Employer: Maranatha Christian School Board of Trustees

RESPONSIBLE TO:

Principal
Junior Syndicate Leader

DIRECTLY SUPERVISING:

The students eligible (and funded) for Reading Recovery.

FUNCTIONAL RELATIONSHIPS WITH:

- Students, Parents/Caregivers
- Senior Leadership Team (SLT), Teaching Staff, Administration & Support Staff
- Board of Trustee (BoT) Representatives
- Education Service Providers

POSITION DIMENSIONS INCLUDE:

- Special Christian Character
- Professional Knowledge
- Communication
- Teaching Techniques
- Motivation of Students
- Other Responsibilities

SPECIAL CHRISTIAN CHARACTER

- Commitment to Christian Education

Demonstrate a commitment to Christian Education

This will be evidenced by:

- Understand of and respect for outworkings of the Holy Spirit
- Ability to provide a Christ-centered education within an integrated school context
- Critically evaluating new educational developments and approaches from a Christian perspective
- Actively promoting (and modelling) MCS values of Love, Integrity, Faith & Excellence.
- Attending, engaging with and actively participating in Christian PDL offered by the school

PROFESSIONAL KNOWLEDGE

- Curriculum
- Learning & Assessment Theory

Demonstrates a thorough understanding of current approaches to effective teaching and learning

This will be evidenced by:

- Demonstrating a working knowledge of the NZ Curriculum, National Standards and Learning Progression Documentation (Literacy) with effective implementation pedagogies
- Demonstrating a working knowledge of the Reading Recovery Teaching Framework – adapting teaching for specific learning needs

Identifies and acts on opportunities for improving teaching and learning

This will be evidenced by:

- Attending, engaging with and actively participating in Reading Recovery PDL
- Reflecting on own practice

Maintain an understanding of developing trends in education, keeping up to date in curriculum development

This will be evidenced by:

- Critically evaluating new Reading Recovery developments and approaches from a Christian perspective/ biblical base.
- Keeping informed with literacy developments & applying to Reading Recovery, where appropriate

COMMUNICATION

- Students
- Colleagues
- Parents / Caregivers / Whānau

Demonstrate effective communication skills when interacting with students, colleagues and family/whanau

This will be evidenced by:

- Effectively communicating and interacting with students, colleagues and families/whānau
- Providing appropriate, clear and positive feedback/feed forward to students
- Regular communication with classroom teacher – inform on progress, reading level, focus etc.
- Discussions with colleagues, Assistant Principal and Principal regarding selecting students for RR
- Informing parents / caregivers of student progress and learning needs in accordance with MCS Reporting Schedules and Special Education/Target Student requirements
- Encouraging family involvement in the learning programme

TEACHING TECHNIQUES

- Planning, Teaching & Learning
- Resources & Technology
- Assessment & Reporting

- Demonstrate a broad range of highly effective teaching techniques

This will be evidenced by:

- Planning that is clear and consistent with MCS Special Character and sound teaching practice
- Planning based on evidence, catering for individual needs/abilities and satisfying MCS requirements
- Programmes which meet the needs of individual students and accelerates their learning
- Use of teaching materials and resources to successfully engage the students in learning

MOTIVATION OF STUDENTS

- Student Engagement in Learning
- Expectations that Value & Promote Learning

- Demonstrate a wide range of techniques that provide strong motivation for a diversity of students

This will be evidenced by:

- Engaging students in learning in a warm, caring and respectful way
- Positively acknowledging the cultural diversity at MCS and incorporating different cultural aspects/perspectives in the programme
- Establishing high expectations that value and promote learning and personal excellence
- Individual pupils being clear on expectations, learning goals and assessment criteria
- Moving students from high dependence to high independence

OTHER RESPONSIBILITIES

- MCS Systems & Processes

- Effectively participate in the Annual Appraisal Process, meeting all MCS and National Requirements

This will be evidenced by:

- Fully participating in appraisal process and gathering evidence towards PTC
- Meeting the specific requirements in the Annual Appraisal
- Reflecting on, and reviewing, own performance against the Practising Teacher Criteria
- Participation in the Peer to Peer Observation & Feedback system
- Regular self assessment of PDA achievement goals

Employee signature: _____

Date: _____

Principal signature: _____

Date: _____

Application for Employment

Reference from Church Pastor/Minister

Confidential Document

Maranatha Christian School is a state integrated school, with a defined 'Special Character'.

This document must be completed by a Pastor/Minister or senior leader of the church congregation at which the applicant attends and worships.

Your response will be kept confidential.



MARANATHA
CHRISTIAN SCHOOL

Name of person giving reference: _____

Position of person giving reference: _____

Name of applicant: _____

Name and address of church: _____

Referee's phone number _____

Denomination: _____

Email address: _____

Church attendance:

always	<input type="checkbox"/>
mostly	<input type="checkbox"/>
seldom	<input type="checkbox"/>
never	<input type="checkbox"/>

Comments (including ministries): _____

Suitability for the position: _____

Signed: _____

Position: _____ Date: _____

When completed please send to: Appointments
Corry Zondagh
Maranatha Christian School
PO Box 30 438
Lower Hutt 5040

Or email to: appointments@maranatha.school.nz

180 Hill Road, Belmont, Lower Hutt 5010 / Ph: 04 5650749 / Fax: 04 5650747 / Email: maranatha@maranatha.school.nz / www.maranatha.school.nz

Statement of Faith

- ❖ We believe in one God, revealed to us through the Father, Son and Holy Spirit. ^{1,3}
- ❖ We believe that the Bible is the inspired and infallible Word of God. ²
- ❖ We believe in Jesus'
 - Virgin birth ⁴
 - Sinless life ⁵
 - Death ⁷
 - Bodily resurrection ⁸
 - Return to heaven ⁹
 - Second coming and millennial reign. ¹⁰
- ❖ We believe that
 - All have sinned and
 - Face judgement but we can be saved through the sacrificial blood of Jesus on the cross. ¹¹
- ❖ We believe in water baptism by immersion.
- ❖ We believe in the ministry of the Holy Spirit evidenced by
 - The conviction of sin
 - Baptism in the Holy Spirit normally evidenced by speaking in tongues
 - The infilling of our lives bringing the resultant fruit of the Spirit ¹³
 - Equipping us to serve
 - Miracles, signs and wonders in the name of Jesus ⁶
- ❖ We believe that marriage is the legal, moral and spiritual union of one man and one woman to the exclusion of all others, voluntarily entered into for life. We believe God intended marriage to be a partnership of mutual love, respect and honour, and that it is the biblical context for God's gift of sexual intimacy. We believe that marriage between one man and one woman is the ideal and God-intended context in which to conceive and raise children. ¹⁴
- ❖ We believe in sharing our faith with all people.
- ❖ We believe in building the Kingdom of God by working with other Christian believers, as we are only part of the one Body of Christ. ¹²

Footnotes

1. Gen 1:1, Matt 28:19, John 10:30
2. 2 Tim 3:15, 2 Pet 1:21
3. John 10:33
4. Isaiah 7:14, Matt 1:23, Luke 1:25
5. Heb 4:15
6. John 2:11
7. 1 Cor 15:3, Eph 1:7, Heb 2:9
8. John 11:25, 1 Cor 15:4
9. Mark 16:19
10. Acts 1:11, Rev 19:11
11. John 3:16-19, John 5:24, Rom 3:23, Rom 5:8-9, Eph 2:8-10, Titus 3:5
12. Rom 8:9, 1 Cor 12:12
13. Rom 8:13-14, 1 Cor 3:16, 1 Cor 6:19-20, Eph 4:30, Eph 5:18
14. Gen 2:24

The Special Character of the school is upheld by the Christian beliefs and values held by the church as defined by the Pastors Conference. These beliefs are expressed in the above Statement of Faith.

I agree to demonstrate a willingness and ability to uphold the above Statement of Faith.

Signed; _____ Date; _____