



Teacher Aide Vacancy - Fixed Term Tatuanui School

About us:

Tatuanui School is seeking a dedicated and enthusiastic Teacher Aide to join our supportive team. This is a fixed-term position from **16th June 2025 to 16th December 2025**, term time only.

Position Details:

- **Position Title:** Teacher Aide
- **Reports to:** Principal, SENCO, Class Teacher
- **Working Relationships:** Class Teacher, RTLB, SENCO, Principal
- **Grade:** Grade B1
- **Rate:** Grade B, Step 1
- **Allowances:** Tiaki if applicable
- **Time:** 27.5 hours per week (8:45 am - 2:45 pm, Monday - Friday, with a 30-minute lunch break). Term time only.

Purpose of the Position:

To provide general and additional support to students, delivering ongoing programmes for individuals and small groups (incl. English as a Second Language: ESOL), and to support the classroom teacher in managing student behaviour.

Key Responsibilities:

- **General Support:**
 - Work with individuals and small groups across various subjects.
 - Support student inclusion and wellbeing.
 - Prepare classroom resources.
 - Assist students in staying on task.
 - Support students to access the curriculum at their individual level.
- **Additional Support:**
 - Provide direct support for students with behavioural and other needs.
 - Implement behavioural programmes as prescribed by specialists.
 - Consistently monitor and diffuse escalating behaviours.
 - Adhere to IEPs to support student development and independence.

Tasks and Duties:

- **General Support:**
 - Monitor and observe students, building trusting relationships.
 - Collaborate with classroom teachers and SECNO in programme implementation.
 - Demonstrate flexibility in adapting to changing student needs.
- **Additional Support:**

- Provide direct support for students with specific behavioural needs.
- Implement behavioural programmes as directed by RTLB.
- Utilise UBRs strategies to manage and diffuse escalating behaviours (training provided).

- **General Responsibilities:**

- Comply with all board policies and relevant legislation.

Personal Specifications & Essential Skills:

- Strong communication skills.
- Calm and patient demeanor.
- Active listening and tact.
- Confidentiality & integrity
- Is passionate about supporting children's learning and development.
- Has a positive and patient attitude.
- Is able to work effectively as part of a team.

To Apply:

Please submit your CV and a cover letter outlining your relevant experience and skills to Brendon Fiebig: principal@tatuanui.school.nz

Applications close: 30th May 2025, 3:00pm

We look forward to hearing from you!