



Position:	Educator
Reports To:	Education Team Leader
Direct Reports:	None
Job Status :	Part time (25 hours per week)
Position Description	
<p>This is not an exhaustive list of tasks but highlights key areas of responsibility.</p> <ol style="list-style-type: none">1. Teaching<ul style="list-style-type: none">• Deliver engaging learning experiences based around exhibitions, art, taonga and social history objects in the museum collections to all schools within the Tairāwhiti and Wairoa area.• Deliver lessons that inspire students and the broader community to appreciate, enjoy and learn more about the Tairāwhiti region, its history, art and culture.• Develop new lessons and refresh existing lessons to ensure learning experiences are current and using best pedagogy to engage and inspire students• Work with museum staff to develop and implement lessons.• Provide lessons primarily at the museum but also at schools and through wānanga as appropriate2. Relationships (stake holder relationships)<ul style="list-style-type: none">• Create and maintain mutually beneficial relationships between the Museum, schools and teachers.• Enhance, enrich and promote the Tairāwhiti Museum education programme to all school communities within the Tairāwhiti and Wairoa catchment area.• Generate and sustain strong professional links with Kaupapa Māori and Whānau Reo Māori Kura.• Actively work to keep rural schools engaged with the museum and work to find new ways to meet the needs of this community• Maintain a positive relationship with education programme delivery partners, including Wairoa Museum, Eastwoodhill Arboretum and C Company Memorial House.• Represent the Museum at meetings, conferences, workshops and other occasions as required and as funding allows3. Planning & Reporting<ul style="list-style-type: none">• Plan and establish education programmes that draw upon the unique resources available at Tairāwhiti Museum• Ensure that all education programmes provided serve to enhance the current New Zealand Curriculum framework and National curriculum requirements.• Regularly gather feedback and suggestions from teachers, peers and students.• Use feedback to review and improve the education programme and delivery• Prepare reports as required, including LEOTC reports for the Ministry of Education	

4. General

- Remain current with pedagogical practice, trends and developments, especially in relation to museum education
- Contribute to the museum and museum education profession through maintaining and enhancing links with other museum educators and participation in professional development as appropriate
- Follow health & safety requirements according to health & safety legislation and museum policy and procedures
- Contribute to a positive, professional and productive work environment
- Adhere at all times to professional and ethical standards
- Other duties as directed, sometimes off-site and at weekends and/or on public holidays

Skills, Knowledge and Personal Attributes

Skills and Knowledge:

- A university degree or post-graduate degree or diploma in Education, Māori Studies, Art, Social History or other relevant area of study
- Minimum of 2 years teaching experience
- A proven capacity for effective and positive communication, including public presentation skills
- Strong written, verbal, analytical and reasoning skills including report writing experience
- EITHER fluency in Te Reo and tikanga Māori OR strong background in art history, contemporary art or art education OR strong background in social sciences OR a combination of any of these
- Understanding of the principles and practice of the Treaty of Waitangi.
- Strong leadership and team work qualities
- Full Drivers license
- Computer literate

Personal Attributes:

- Ability to remain calm and maintain a problem solving stance in response to challenging situations
- A mature approach, discretion and sound judgment
- A positive attitude
- High standards of professionalism and integrity
- A hard-worker, who is productive, proactive and can meet deadlines on time to a high standard
- A strong team person who is flexible, contributes constructively to team goals and activities, and can work independently as needed
- A person who can work constructively with a wide range of people at a variety of levels to advance strategic and business goals of the Museum
- A desire to enhance, enrich and promote Tairāwhiti Museum to all schools in the catchment area
- A desire to work in, help create and maintain a fun positive working environment