**PERSONAL DETAILS**

|  |  |
| --- | --- |
| **Preferred Title:** |  |
| **Full Name:**  |  |
| **Address** |  |
| **E-mail Address:** |  |
| **Telephone:** |  | **Alternative phone:** |  |
| **Practising Teacher no.** |  | **Expiry date:** |  |
| **MOE number:** |  |

**EDUCATION or QUALIFICATIONS**

List all relevant qualifications to the position.

|  |  |
| --- | --- |
|  **Year** | **Education or Qualification** |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

**EMPLOYMENT**

Summary of positions held over the past 10 years.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **School** | **Position Held**  | **Reason for Leaving** | **Period Employed** | **Full/Part Time** |
|  |  |  |  |  FT/PT |
|  |  |  |  | FT/PT |
|  |  |  |  | FT/PT |
|  |  |  |  | FT/PT |
|  |  |  |  | FT/PT |

**TEACHING EXPERIENCE**

Summary of Learning Areas/Subjects you are able to teach.

|  |  |
| --- | --- |
|  **Learning Area or Subjects** | **Level (e.g. L2)** |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

**POSITION APPLIED FOR**

|  |  |
| --- | --- |
| Social Sciences to Year 13  |  |

**REFEREES**

Please provide details of three referees who are able to attest to your professional competencies.

|  |
| --- |
| **REFEREE 1** |
| **Full Name:** |  |
| **Address:** |  |
| **Email Address:** |  |
| **Telephone:** |  | **Alternative Phone:** |  |
| **Relationship** **to applicant:** |  | **Years known to applicant:** |  |

|  |
| --- |
| **REFEREE 2** |
| **Full Name:** |  |
| **Address:** |  |
| **Email Address:** |  |
| **Telephone:** |  | **Alternative Phone:** |  |
| **Relationship** **to applicant:** |  | **Years known to applicant:** |  |

|  |
| --- |
| **REFEREE 3** |
| **Full Name:** |  |
| **Address:** |  |
| **Email Address:** |  |
| **Telephone:** |  | **Alternative Phone:** |  |
| **Relationship** **to applicant:** |  | **Years known to applicant:** |  |

 **Application**

Application forms and CVs should be sent by **4pm 22nd December** to:

The Principal’s PA, Maliina Pomare

PO Box 84211, Westgate

Auckland 0657

or maliina@hobsonvillepoint.school.nz

\***Email:** If emailing application form and CV please put the position you are applying for in the subject line.

**Referees’ Reports**

Please provide a copy of the Referees’ Report included with this application pack to each of your referees and emphasise the importance of them being returned to the address above or by email **by 4pm 22nd December 2022**

**SELF-ASSESSMENT**

Please complete the following sections, **limiting your responses to the space provided.** Bullet points are acceptable.

|  |
| --- |
| **Student-centred approach***What do you understand a student-centred approach to teaching and learning to be?**Give an example of this in your practice.* |
|  |

|  |
| --- |
| **Inquiry-based practice***What do you understand by the concept of teaching as inquiry?**Give an example of how this informs your practice.* |
|  |

|  |
| --- |
| **Collaborative practice***How do you collaborate to strengthen your teaching practice?**Give an example of this.* |
|  |

|  |
| --- |
| **Personal statement** *Summarise your suitability for being a strong candidate for this teaching position at Hobsonville Point Secondary School. Provide evidence to support this.*  |
|  |

**GENERAL**

|  |  |  |
| --- | --- | --- |
| **1** | Have you ever been convicted of an offence against the law? | **YES / NO**(Please circle) |
| If ‘YES’, please supply relevant details: |
| **2** | I give permission for the Hobsonville Point School Board of Trustees to check my record with the New Zealand Police. | (Please sign to confirm) |
| **3** | To the best of my knowledge the statements in my application and *Curriculum Vitae* are true and accurate. I give permission for these claims to be verified. I understand that the conditions of my employment may be jeopardized if the claims are found to be false. | (Please sign to confirm) |
| **4** | I give permission for the Hobsonville Point School Board of Trustees to gather information from any person or organisation that the Board deems necessary in relation to the job description and person specification. | (Please sign to confirm) |

|  |  |  |
| --- | --- | --- |
| **5** | While there is no legal requirement to share your Covid vaccination status we invite you to do so | Please circle:Prefer not to discloseHappy to disclose:* Partially vaccinated
* At least 1 booster
 |

**ANY OTHER INFORMATION**

|  |
| --- |
| *Please use the following space to provide any additional information that you wish the Board to consider when reflecting on your application.* |

**SIGNATURE**

|  |  |  |  |
| --- | --- | --- | --- |
| **Signature:** |  | **Date:** |  |

**REFEREES REPORT**

This reference supports an application for the position of teacher at Hobsonville Point Secondary School. Any information in this report will be confidential to the Board of Trustees of Hobsonville Point Secondary School.

Please send your referee’s report to the following address, marked **CONFIDENTIAL** by 4.00pm22nd December 2022:

The Principal’s PA, Maliina Pomare, PO Box 84211, Westgate, Auckland 0657

or maliina@hobsonvillepoint.school.nz

\*If sending by email, please put applicant’s name and position they are applying for in subject line.

|  |  |
| --- | --- |
| **Name of Applicant:** |   |
| **Name of Referee:** |   |

|  |
| --- |
| How long have you known the applicant? |
| In what capacity do you know the applicant? |

|  |
| --- |
| Please rate applicant against each section using 1 – 5 scale, 1 being *UNSUITABLE* and 5 being *VERY SUITABLE* (Please circle one number and comment in box below.) |
| **1****Unsuitable** | **2** | **3** | **4** | **5****Very suitable** |
| In your view, rate the applicant as an **effective teacher** and make any comments on the right. |  |
| **1** | **2** | **3** | **4** | **5** |
| Ability of the applicant **to form strong positive relationships with students, teachers and whanau.**  |  |
| **1** | **2** | **3** | **4** | **5** |
| Rate the applicant’s **commitment to professional learning and teacher inquiry.**  |  |
| **1** | **2** | **3** | **4** | **5** |
| We are seeking teachers **to be innovative, big picture thinkers in our school.** Rate the applicant and add comments on the right. |  |
| What are the main strengths of this applicant? |  |
| What areas does the applicant need to work on to be an effective teacher?**.** |  |
| Please summarise your view as to the suitability of this candidate for a position at our school. |  |

**REFEREE DECLARATION**

I certify that the information submitted in this referee’s report is accurate and true.

|  |  |  |  |
| --- | --- | --- | --- |
| **Signature:** |  | **Date:** |  |