



Central Regional Health School: Job Description Teacher Aide

CRHS employs support staff in a variety of roles to ensure the smooth running of the school. Role is to support specific students and programmes, or a combination of both.

The necessary personal attributes for this position are: A positive approach, focus, resilience, common sense, self-confidence, ethical behaviour, initiative and a commitment to on-going learning. It is important to actively be able to participate in PE sporting activities and our EOTC programme.

Responsibilities

- Complete defined tasks as per this job description, to the required standard and within the required timeframes
- Complete appraisal as required
- Complete professional development as agreed
- Abide by the CRHS Code of Conduct and ensure that all behaviours are consistent with the school's values
- Where specified, fulfill areas of delegated authority
- Hold a current full New Zealand Driver Licence
- Undertake a police vet, on appointment and every three years thereafter

Key Tasks

Student Support

- Follow risk management requirements (RAMS)
- Attend staff meetings as needed
- Support students as they work to engage in, and complete therapeutic tasks
- Assist with activities out of school (EOTC), under the direction of the teachers
- Assist in the classroom, 1-1 with students as requested
- Prepare teaching materials as requested by the teacher
- Other classroom tasks as they arise

Employment Details

Tenure	Fixed Term, commencing as soon as possible and concluding Friday 5 July 2024.
Hours of work	Part-time: 8.30am - 2.30pm Monday to Friday
Grade and Scale	
Terms of employment	Term time only

Place of Employment Central Regional Health School
Base location - Epuni site

Responsible to: The Principal, Deputy Principals, Team Leaders

Accountable to: Central Regional Health School Board of Trustees

Terms of Employment: (one of) Support Staff in Schools Collective Agreement
Individual Employment Agreement based on the SSCA

Support staff employee

Signed Date:

Jason White, Tumuaki - Principal

Signed Date: