



Job Description - He Kaiwhakapuapua DP

Ko wai mātou

Te Kura Tuarua o Taraika ki Pukeahu | Wellington High School (WHS) is a co-educational school of 1,600 students and is situated on Pukeahu, which once served as ngakinga for Te Aro Pā. Rangatahi Māori make up 11% of our roll, and our whare, Taraika stands as a pou for our community.

Mō te tūnga

This is a senior leadership role, where the whāinga matua is to develop and implement strategies that represent the needs and aspirations of whānau Māori for their ākonga. This will enable our kura to realise the vision of a kaupapa Māori learning environment that supports all ākonga Māori.

The role is an integral part of the Senior Leadership Team, leading and influencing work towards strengthening cultural capabilities within the kura, and fostering relationships with ākonga Māori, whānau, kaiako, kaimahi, Te Whānau a Taraika and Taranaki whānui.

This role reports to the Principal and supports the Board of Trustees to fulfil the school's responsibilities under Te Tiriti o Waitangi.

"Ko taku piki amokura nōku, ko tōu piki amokura nōu"

He Kaiwhakapuapua is supported by Te Rōpū Whakahaumarū, our collective of Kaimahi Māori who ensure kaupapa Māori tasks within our kura are shared in a respectful and meaningful way.

Focus areas:

- Leadership of and advocacy for kaupapa Māori opportunities and learning environments for rangatahi Māori.
- Strategic leadership to build Māori ways of thinking and capability within the kura, underpinned by the principles of Te Tiriti o Waitangi. This includes developing the cultural capability within the Senior Leadership Team and staff, and supporting staff commitment to mātauranga Māori across all subjects, developing and supporting mana ōrite throughout the curriculum.
- Ensuring that WHS is responsive towards ākonga Māori and their whānau, supporting and enabling Māori success in all the different ways this can be expressed.

Ngā momo hōnonga

Hononga o-roto

- Principal and other members of the Senior Leadership Team.
- Te Rōpū Whakahaumarū.
- Rangatahi Māori.
- Hoa mahi – Heads of Faculties; Deans, teaching staff, support staff.

Hononga o-waho

- Taranaki whānui and wider mana whenua communities.
- Whānau Māori.
- Te Whānau a Taraika.

Ngā haepapa

Focus Area	Accountabilities
Te Tiriti o Waitangi	<ul style="list-style-type: none"> Work within the Senior Leadership Team providing leadership and advice that informs planning and activities to ensure te Tiriti underpins the development of all WHS processes and procedures, and reflects the schools commitment to being grounded in te Tiriti o Waitangi.
Mātauranga Māori Leadership	<ul style="list-style-type: none"> Lead strategies to identify and strengthen the cultural capability and capacity required across the school and work with the Senior Leadership Team to ensure resources for this work are prioritised. Working with Te Rōpū Whakahaumarū, influence and advocate to ensure decision making is well informed from a Māori perspective. Support and model mana ōrite within senior and middle management. Advice and support within the Senior Leadership Team on relationship management issues affecting ākonga and whānau Māori. Consult with Deans on the needs of Māori students.
Mana ōrite mō te mātauranga Māori in curriculum areas	<ul style="list-style-type: none"> Work collaboratively with colleagues to identify the needs of rangatahi Māori across all subjects and develop and support mana ōrite in curriculum areas. Advice and support for staff with kaupapa Māori learning outcomes.
Kaupapa Māori learning environment and rōpū hāpai	<ul style="list-style-type: none"> Develop overarching strategy and plans to continue to strengthen kaupapa Māori learning environments where a key focus is uplifting te reo Māori, tikanga and mātauranga Māori. Development of Rōpū Hāpai, where all ākonga who whakapapa Māori or engage in kaupapa Māori feel a strong sense of belonging. Advocacy for environments where ākonga are connected to their identity, language and culture, and are supported holistically, academically, socially, spiritually, and culturally and are led by Kaimahi Kaupapa Māori. Continue to provide rich Māori initiatives that showcase success as Māori.
Whakawhanaungātanga - build and maintain strong and enduring relationships	<ul style="list-style-type: none"> Establish respectful relationships with students and their whānau based on open communication and feedback. Build and maintain strong relationships with Te Whānau a Taraika and the Principal. Build and maintain strong and reciprocal relationships with Deans, Heads of Faculty, and other hoa mahi from across the school. Develop Te Whare Tapa Whā model of holistic wellbeing, supporting all aspects of ākonga wellbeing and further strengthening relationships with whānau. Maintain strong, collaborative relationships with Taranaki whānui and wider mana whenua communities, continuing to develop ongoing kaupapa, e.g, Pukeahu narratives, carving Taraika and rebranding the kura.
Professional Leadership	<ul style="list-style-type: none"> Ensure the provision of high-quality advice, written reports, and presentations to the Senior Leadership Team, the Board, Te Whānau a Taraika and other key audiences. Support the Senior Leadership Team, Te Whānau a Taraika and the School Board in other advisory as required, e.g., the review of policies,

	<p>procedures and planning documents; recruitment advice on job descriptions.</p> <ul style="list-style-type: none"> • Demonstrate commitment to professional development and professional learning. • Demonstrate high level understanding of effective pedagogy and classroom practice. • Deputise for the Principal when necessary. • Participate in the school's performance management processes. • Effectively manage resources and budgets as appropriate.
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Ngā pūkenga whakahira

- In-depth understanding of mātauranga Māori, te ao Māori, tikanga Māori and te Tiriti o Waitangi.
- Proven experience in strategic relationship management and the ability to collaborate with ākonga and whānau Māori, kaimahi Māori and other groups.
- Strong communication skills and the ability to express ideas clearly in a range of situations and engage a wide range of people.
- Proactive mindset, attention to detail, and the ability to work effectively in a collaborative team environment.
- Understanding of curriculum requirements across different faculties and experience in course development and planning, as well as developing strategy for school-wide and faculty-based professional learning.
- Passionate about advocating for better outcomes for rangatahi Māori in an educational setting.
- Proven ability to meet tight deadlines, manage multiple projects and undertake monitoring and reporting requirements.
- The ability to kōrero Māori is preferred, but not essential.

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Please note: this position description is intended as an insight to the main tasks and responsibilities required for the role and may be subject to change in consultation with the job holder.