



## Rapuhia ko te mātauranga - Seek further knowledge

30 Tainui Street OHAKUNE 4625 Telephone: 06 3858398 Email: [principal@ruapehu.school.nz](mailto:principal@ruapehu.school.nz)

### APPLICATION FORM TEACHING DEPUTY PRINCIPAL

Units: 5MU + 1SMA  
School House available

#### Email your Application to:

Marama Allen, Principal

Email: [principal@ruapehu.school.nz](mailto:principal@ruapehu.school.nz)

#### 1. Personal Details

Full name	
Preferred Title	
Address	
Telephone (Home)	
Telephone (Work)	
Telephone (Mobile)	
Email	

Teaching Qualifications	Institution	Year Awarded
Diploma of Teaching		
Higher Diploma of Teaching		
Bachelor Degree of Teaching		
Honours Degree		
Masters Degree		
Post Graduate Educational Leadership		
Master of Educational Leadership		
Other Academic Qualifications		

MoE Number:

## 2. Summary of positions held over the past 5 to 15 years

School	Position held	Reason for leaving	Period employed

## 3. Referees

*Please provide the names of two people who could act as referees for you. Please ensure your selected referees are able to attest to your professional competencies.*

Referee 1	
Full name	
Address	
Telephone (Home)	
Telephone (Work)	
Telephone (Mobile)	
Email	
Relationship to applicant	
Years known to applicant	

Referee 2	
Full name	
Address	
Telephone (Home)	
Telephone (Work)	
Telephone (Mobile)	
Email	
Relationship to applicant	

Years known to applicant	
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## 4. Employment Declaration Information

1) Have you ever been convicted of an offence against the law?		<b>YES / NO</b> (Please highlight)
If 'YES', please supply relevant details:		
2) Are you awaiting sentencing or currently have charges pending?		<b>YES / NO</b> (Please highlight)
If 'YES', please supply relevant details:		
3) I give permission for the Ruapehu College Board of Trustees to check my record with the New Zealand Police.		(Please sign here to confirm)
4) 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 here to confirm)
5) <b>I have / do not have</b> ( <i>please clearly indicate response</i> ), a <i>pending, or active investigation</i> being undertaken by my current employer, or the New Zealand Teaching Council, into matter/s of concern regarding my performance as an employee.		(Please sign here to confirm)
6) I give permission for the Ruapehu College Board of Trustees to gather information from any person or organisation that the Board deems necessary in relation to my Application for the position applied for.		(Please sign here to confirm)
7) <b>Teacher Registration Number:</b>	<b>Expiry date:</b>	
<i>Please attach photocopied evidence of current teacher registration.</i>		

## 5. Applicant's Self-Assessment

The position you are applying for requires specific knowledge and skills, attributes, and personal characteristics that relate to the criteria the Board of Trustees has identified as being important for the school.

Please outline on the following pages, factual and verifiable **actions** and **achievements** to support the criteria listed, and the **key attributes** and **abilities** you have demonstrated. The boxes will continue to expand as you type.

CRITERIA	COMMENT	Can be verified by: Name and Ph No
1. Demonstrates capability to work collaboratively and strategically with the Senior Leadership Team to achieve the school's goals with the aim to grow confident, connected, actively involved lifelong learners.		
2. Participates effectively as a leader in a culturally responsive environment, and has experience in applying the principles of Te Tiriti o Waitangi in education.		
3. Demonstrates successful experiences in supporting/leading practices to enhance student well-being, engagement and achievement.		
4. Have sound pedagogical practice and can effectively drive the implementation of teaching and learning programmes to accelerate student achievement.		

5. Have the ability to foster genuine partnerships and professional relationships with students, staff and the school community.

**SELF REFLECTION: What have been your two greatest professional accomplishments in the past 3 years? How do you know?**

**SELF REFLECTION: Describe the approach you take to ensure you are proficient in coaching and mentoring staff, students and other adults (maximum 100 words)**

**SELF REFLECTION: When you are faced with a leadership dilemma and/or professional challenge, how do you usually respond? (maximum 60 words)**

**6. Do you wish the Board of Trustees to consider any other information?**

Please use the following space to provide any additional information you wish the Ruapehu College Board to consider when reflecting on your application.

## 7. Ruapehu College Board Statement

The Application Form is a source of information which will be used by the Board to assist it in considering your suitability for the position for which you are applying. Failure to supply the information requested would prejudice the Board's ability to accurately assess your suitability. Information collected by the Board is related to the purpose of making an informed decision to appoint the most suitable applicant to the position of Deputy Principal, Ruapehu College. The Board will take all reasonable steps to ensure that information collected is protected against loss, access, use, modification, or disclosure that is not authorised by the Board, and other misuse.

Following completion of this appointment, information relating to the successful applicant shall form part of the school's personnel records and will be held at the school premises.

Information relating to unsuccessful applicants will be destroyed upon finalization of the appointment. The above information is provided in accordance with the Privacy Act 2020.

## 8. Applicant's Signature and Date

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)