



**Greenmeadows School**  
**Osier Road**  
**P.O. Box 5104**  
**Greenmeadows**  
**Napier**  
**HAWKES BAY**

**Ph 06 8447024**

**Website - [www.gms.school.nz](http://www.gms.school.nz)**

**Administration email – [office@gms.school.nz](mailto:office@gms.school.nz)**

30 May 2025

Tēnā koe,

Thank you for your interest in applying for the Fixed Term position at **Greenmeadows School** commencing at the start of Week 6 Term 3 2025 and concluding at the end of Term 4 2025.

The vacancy is as follows:

*Fixed Term Scale A position - New Entrant class August 2025 and Term 4 2025*

The reason for this vacancy being a fixed term is that it is created as a special project using operational funding provided by the Board of Trustees, which can not be guaranteed past the 2025 school year.

We have a play-based philosophy to junior education.

We are looking for teachers who are able to work collaboratively and cooperatively with learners and staff. They will also be part of a well-established, very effective and highly-regarded team.

Beginning teachers are welcome to apply, as are teachers with proven experience.

If you win this position you can be confident that you will be part of a hard-working, supportive, professional, but relaxed, environment. The children at this school are conscientious and very willing to be involved in learning. We have a very supportive staff and wider parent community who play a proactive role in the daily life of the school.

The Board of Trustees and senior management of Greenmeadows School highly desire for our school to be a place where:

- teachers want to teach and develop personally and professionally
- children readily learn, grow and achieve

We are happy to accept applications by email – either to [office@gms.school.nz](mailto:office@gms.school.nz) or [markj@gms.school.nz](mailto:markj@gms.school.nz).

*‘Ma te ako ka tipu ka taea’ – ‘Through learning we grow and achieve’*

### Appointment Time-Frame

30 May 2025	Position advertised online
25 June 2025	Applications close 12:00 p.m.
30 June 2025	Applicants short-listed (you will only be notified if required for an interview)
10 and 11 July 2025	Interviews held
14 July 2025	Successful applicants notified by this date
15 July 2025	Unsuccessful applicants notified

The position commences officially on a day of the week starting Monday 18 August 2025.

If you choose to proceed with your application, please send the following:

- the completed application form
- your C.V. (including an outline of your curriculum strengths and areas of interest),
- a covering letter
- and a self-addressed stamped envelope (otherwise your CV will not be returned)

Please forward your application marked 'Confidential' to:

The Principal, Greenmeadows School, P.O. Box 5104, Greenmeadows, Napier, HAWKES BAY  
or [office@gms.school.nz](mailto:office@gms.school.nz) or email to [darrenh@gms.school.nz](mailto:darrenh@gms.school.nz).

### **Applications due 12:00 p.m. 25 July 2025**

If you require any further information, please refer to our school website, or do not hesitate to contact me.

*I look forward to receiving your application.*

Ngā mihi nui

**Mark Johnson**  
**Principal**

### **INFORMATION ON GREENMEADOWS SCHOOL**

Greenmeadows School is a well-resourced contributing primary school located in the Napier suburb of Greenmeadows.

♦ It is an established school, having been in existence for more than 110 years – we celebrated our centennial in October 2011.

*'Ma te ako ka tipu ka taea' – 'Through learning we grow and achieve'*

- ◆ The school buildings are very well maintained and provide comfortable surroundings for learning.
- ◆ We have just concluded a significant capital works project which has seen a new administration area, Hall and Library constructed over the course of 2022 and a proportion of 2023.
- ◆ We currently have twenty classroom learning spaces. There are three syndicates (Tōtara, Pohutukawa and Kōwhai) that operate within the school each with their own team leader and assigned member of the senior management team.
- ◆ The roll of Greenmeadows School is presently stabilised around the 500 mark by the end of each school year.
- ◆ The school currently has an enrolment scheme to limit enrolments from out of zone areas. This was put in place in the beginning of the 2013 school year.
- ◆ The school has a strong family feeling with all children caring for each other.
- ◆ Parents support the school activities positively and their attendance at break-ups, sports events and special days is a notable aspect of the school.
- ◆ The staff is very dedicated, supportive and approachable and have a real sense of collegiality.
- ◆ The school is in an attractive and peaceful environment.
- ◆ The school is held in high esteem by the local community.
- ◆ Greenmeadows School is widely recognised for its play-based learning in Years 1 and 2.
- ◆ Our school strongly promotes physical activity and involvement in a wide range of sports.
- ◆ Our whole school playground is inclusive, positive and caring.
- ◆ Greenmeadows School has many opportunities for children to be involved with performing arts especially kapa haka, music and dance.
- ◆ The school has had considerable success in interschool competitions over recent years with students from Greenmeadows School winning sporting and academic titles.
- ◆ The school is recognised for the breadth and quality of learning support programmes that are established in the school
- ◆ Our school involves children in a whole range of sporting, extension and cultural opportunities.
- ◆ Our recent areas of professional development focus have been e-Learning, Mathematics and Written Language.
- ◆ 2022 saw the school focus on delivery of structured literacy with external PLD support, and the teaching of Mathematics and Science in 2023.

## Greenmeadows School - Person Specification and Information

Scale A positions – Fixed Term 2025 Terms 3 (from Week 6) and 4 only

### ***Primary Role***

The successful appointments will have responsibility for the:

- Provision of the very best learning opportunities for their assigned class
- Maintenance of records on pupil progress as prescribed by the school
- Taking responsibility for their professional growth and continual improvement
- Contribution as a staff and syndicate team member
- Maintenance of standards as a role model
- Efficient carrying out of delegated roles and duties within the school
- Playing a role in the extra-curricular and corporate life of the school

### ***Additional Responsibilities***

- Collegial support for other staff
- Sharing responsibility for fostering positive staff relations
- Implementation of school policies

### ***Person Specification***

We want people who:

- Have proven, successful teaching experience in primary years
- Have proven strengths in implementing effective learning programmes for primary aged students
- Demonstrate strengths in delivering the NZ Curriculum
- Are culturally responsive and support learning in a range of contexts
- Promote a willingness to contribute to, and be involved in, implementing our school focus areas
- Can work collaboratively with other staff to create optimal learning opportunities
- Make a commitment to enhancing their own learning
- Develop the 'whole' child
- Consistently demonstrate a professional approach
- Relate well to other staff and is able to relax
- Are flexible and team orientated
- Can inspire children who respond positively to an exciting programme

### ***Criteria for Appointment***

- Evidence of effective learning for students
- Knowledge of the curriculum
- Successful teaching experience
- Team participation and contribution
- Personal and professional strengths; willingness to make a contribution to our school
- Current Teacher registration