

Teaching & Learning Coach

Kaupapa | Purpose

1. Provide capability development to support staff in the transformation of teaching and learning in alignment with Wintec's strategic goals.
2. Contribute to and support the development of Faculty specific culture/capability change strategies, providing guidance on ako teaching and learning practice, and solutions.
3. Contribute to cross-functional workgroups providing capability development expertise for new or renewed programmes ensuring alignment with Ako: Teaching and Learning Directions.

Reports to: Teaching & Learning Manager

Team: Teaching & Learning Office

Remuneration: \$90,800 - \$113,500 per annum (IEA remuneration band 6)

Date: January 2025

Ngā Hononga Mahi | Working relationships

Internal: Academic Staff, Administration Staff, Advisors/Consultants, Dean of Faculty, Department Managers, Directors, Heads of School/Centre Directors and Team Managers/Team Leaders/Coordinators

External: Business/Industry/Community, Students, SAWIT, ITOs, Government agencies and Employers and employer groups.

Resource delegations and responsibilities:

Financial: Nil

People: None

Ngā mahi | Do

Grow others to apply principles, approaches and frameworks of Ako: Teaching and Learning Directions

- Offers support, guidance, and facilitation of research-based, effective adult teaching and learning

practice; aligned to ākonga achievement and professional practice goals;

- Contributes to the establishment of School's or Centre's capability development plan by identifying feedback and / or data-informed professional development needs;
- Supports the development of programmes, courses and curricula;
- Works with academic staff to support facilitation of authentic, ākonga-centred experiences by challenging and improving teaching practice and the use of appropriate andragogy, learning environments, planning and assessment;
- Works with teams on academic quality and authentic assessment practice aligned to organisational strategies;
- Provides capability development support and coaching for team leaders responsible for the development of programmes and staff;
- Contributes to the development of targeted, interactive resources, exemplars and solutions that reflect adult teaching and learning principles, approaches, frameworks and related pedagogies;
- Plans and facilitates contextualised capability development opportunities for staff;

Personal professional development

- Seeks out opportunities for continuous improvement across teaching and learning practice and ākonga achievement;
- Embeds and models the principles of Wintec's Whakatupu Kaiako Whakatupu Tāngata | Cultural Capability Framework, and The Education (Pastoral Care of Tertiary and International Learners) Code of Practice 2021;
- Maintains currency in teaching methodologies, approaches and technologies through engagement with relevant industry, community, employers, and / or field of practice;
- Contributes to Wintec's reputation nationally and internationally.

Health, Safety and Wellbeing

- Significant hazards in the area of responsibility are identified, documented and reviewed annually or as new hazards emerge;
- Significant hazards are eliminated, isolated and/or risk minimised;
- Staff in the area of responsibility are involved in the hazard management process;
- Relevant health and safety training is identified and completed for key staff and those with specific job/training requirements;
- Work accidents and incidents are reported as soon as possible after occurrence; investigation reports are completed and recommendations considered.

Wintec culture

- Observes Wintec's mission, strategies, priorities and values in all activities;
- Follows all Wintec's policies and procedures and legislative obligations;

- Demonstrates an understanding and commitment to the principles of the Treaty of Waitangi and Equal Employment Opportunities (EEO);
- Demonstrates an understanding of and commitment to Wintec mission, strategies, priorities and values;
- Promotes equity and diversity in the workplace; builds mutual trust; and treats kaimahi equitably, transparently, fairly and in a culturally appropriate manner;
- Undertakes continuous improvement and development of systems, procedures and service to ensure Wintec maintains and develops its position as a leading provider of vocational education and training.

Other duties

- Performs other duties as may be reasonably required from time to time.

Demonstrate commitment to:

Te Tiriti o Waitangi. Through our developing understanding of our obligations and our connection with Te Tiriti o Waitangi as both individuals and as an organisation.

Ākonga at the Centre. Through prioritising the experience, wellbeing, and success of our ākonga in our decision-making process.

Equity. Through recognition, empowerment, and inclusion we can give greater acknowledgement of the unmet needs of Māori, Pacific and disabled ākonga and their whānau.

Vocational Education and Training Excellence. Through quality provision for all ākonga, meeting the regional needs of employers and communities.

Pūkenga | Have

Education/training

- New Zealand Certificate in Adult and Tertiary Teaching (Level 5) or equivalent;
- Degree level qualification in relevant field of study.

Experience

Has significant and recent experience in:

- Working within the education sector; - coaching academic staff from a range of contexts for improved practice and ākonga outcomes;
- Developing capability through a culturally responsive approach;
- Developing programmes of learning;
- Assessment and moderation best practices;
- Application of reflective practice;

- Learning technologies e.g. Moodle and Teams;
- Working collaboratively with colleagues to resolve issues and meet agreed outcomes.

Typical knowledge, skills and attributes

- Interpersonal and relationship skills; organisational skills;
- Initiative;
- Ability to question the status quo;
- Problem solving skills, including innovative solutions; adaptability and flexibility.