

Learning Facilitator, Centre for Veterinary Nursing

Function:	School of Education, Social Sciences and Veterinary Nursing
Reports to:	Head of School
Location:	Hawke's Bay campus
Arrangement:	Permanent – two roles available
Date:	January, 2026

Pūtake | Purpose

To work collaboratively with CVN teaching and support staff to enhance student learning, practical skills development and programme delivery. The role provides learning facilitation, practical teaching support and/or work experience coordination, according to the responsibilities allocated to the position.

Ngā Whanaungatanga | Working Relationships

Internal:	CVN programme coordination, academic staff, Learning Facilitators, work experience coordination and administration teams, students and relevant EIT staff.
External:	Veterinary practices, animal care organisations, placement providers, industry stakeholders and other relevant community partners, as appropriate to the role.

Mana Whakahaere | Resource Delegations

Financial:	N/A
People:	N/A

Kawenga Mahi | Accountabilities

Learning Facilitation and Student Support

- Work collaboratively with teaching staff to support student learning, providing practical guidance, encouragement and individualised assistance to develop student confidence, competence and independence.
- Monitor student engagement and progress, communicating concerns to teaching staff as appropriate.

Practical Teaching, Facilities and Resources

- Support the delivery of practical learning and assessment activities, including preparing, organising and maintaining teaching spaces, equipment and resources.

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Refer to the [QMS](#) for the latest version.

- Ensure learning environments are safe, appropriately resourced and ready for use.

Animal Care, Welfare and Safety

- Promote and maintain appropriate animal care, handling and welfare standards within teaching activities.
- Follow relevant animal welfare, infection prevention and health and safety procedures to ensure a safe learning environment for students, staff and animals.

Work Experience Coordination and Administration

- Support the coordination, monitoring and recording of student work experience and practical learning hours, maintaining accurate records and communicating effectively with students, teaching staff and external stakeholders, as appropriate to the role.

Professional Development and Team Collaboration

- Maintain relevant professional knowledge and skills through ongoing development and industry engagement. Contribute to a positive, collaborative team environment, supporting effective programme delivery, continuous improvement and the achievement of CVN objectives.

General Responsibilities

- Comply with EIT policies and procedures.
- Contribute to a healthy workplace by implementing safe work practices and strategies to effectively manage personal wellbeing.
- Undertake additional responsibilities and tasks relevant to this position as requested by the manager.

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, Wheako, Mōhiotanga, Tohu Mātauranga | Skills, Experience, Knowledge and Qualifications

Knowledge, Experience and Skills

- Experience in veterinary nursing, animal care, education, student support, administration or a related environment, appropriate to the duties of the position. Strong interpersonal, written and verbal communication skills, with the ability to work constructively with students, colleagues and external stakeholders.
- Sound organisational skills, attention to detail and the ability to maintain accurate records, prioritise work and use Microsoft Office and relevant digital systems.

Understanding of student learning and support, workplace health and safety, and animal welfare practices where relevant to the role.

Personal Attributes

- Professional, approachable and supportive, with a commitment to positive student experiences. Reliable, adaptable and proactive, with the ability to work independently, exercise sound judgement and contribute effectively within a team. Respectful of diverse cultural backgrounds and individual learning needs.

Qualifications

- A relevant qualification in veterinary nursing, animal care, education, administration or a related field is desirable, but not essential. Relevant practical experience and transferable skills will also be considered.

Ngā Uara o Te Aho a Māui | Values of EIT

Herea te momoho | Inspire success:

- Support continuous learning and improvement through collaboration.
- Encourage innovation and challenge existing ways of working to achieve better outcomes.
- Recognise and celebrate the achievements of ākonga, kaimahi, and whānau.

Herea te tangata | Nurture whanaungatanga:

- Build and maintain genuine relationships through manaakitanga, care, respect, and generosity.
- Honour wairuatanga by recognising and respecting diverse identities, perspectives, and needs.
- Work collaboratively in service of ākonga and communities, demonstrating kotahitanga to achieve shared goals and outcomes.

Herea te mana | Act with integrity:

- Act with honesty and integrity, doing what is tika and pono, even when it is not easy.
- Uphold the mana of others through respectful, trustworthy, and principled interactions.

Herea te pono | Be committed:

- Make sustained contributions toward shared goals and outcomes, aligned to a collective kaupapa.
- Take accountability for actions, impact, successes, and challenges.
- Maintain personal wellbeing and support the oranga of others to remain resilient in times of change.

Document information – Office use only	
Document Name	Position Description
Document Number	HG184
Executive	People and Culture Manager
Owner	People and Culture Manager
Developer	People and Culture Advisor
Review Frequency	12
Last Review	23/07/2026
Next Review	23/07/2027