EASTERN INSTITUTE OF TECHNOLOGY
TE AHO A MĀUI

Position Description
Form or Template HG184

Postgraduate Certificate in Professional Supervision – Lecturer

Function:	School of Social Sciences and Veterinary Nursing
Reports to:	Head of School Education, Social Sciences and Veterinary Nursing
Location:	Hawkes Bay, Te Aho a Māui
Arrangement:	Permanent part time – 0.2FTE
Date:	January 2027

Pūtake | Purpose

To fulfil the role of Lecturer on the Postgraduate Certificate of Professional Supervision.

Ngā Whanaungatanga | Working Relationships

Internal:	Executive Dean, Faculty Administration Manager, Programme Co-ordinator, Other programme, School staff, Te Kura Kaupapa, Mātauranga, Pāpori me te Whare Tiaki Kararehe, Marketing and Student Support Staff, Māori Student Success Team, Other Faculty Staff, Te Manga Kaupapa Mātauranga, Ahurea, Hauora, Research Mentor, Students, Other EIT staff
External:	Not Applicable

Mana Whakahaere | Resource Delegations

Financial:	Not Applicable
People:	Not Applicable

Kawenga Mahi | Accountabilities

Whanaketanga Marautanga - Curriculum Development

- Develop, review and update curriculum and course documentation to meet Academic Board requirements.
- Participate in the development of course materials.

Ako a te Ākonga - Student Learning

- Deliver engaging and effective teaching using contemporary leaning and teaching practices.
- Integration of te reo, tikanga, mātauranga Māori into learning experiences.
- Provide authentic and practical learning opportunities.
- Regularly review and adapt teaching approaches to meet learner needs.

Hauora o te Ākonga - Student Well-being

- Provide academic and pastoral support to students as required.

- Demonstrate an ethic of care through whanaungatanga, manaakitanga and culturally responsive practice.
- Liaise with student support services to promote student success and wellbeing.

Aromatawai me te Arotake - Assessment and Evaluation
- Design and undertake valid and reliable equitable assessment practices.
- Assess students' performance and provide timely, constructive feedback.
- Monitor and review assessment practices in accordance with academic regulations.

Rangahau - Research
- Undertake research and scholarly activity consistent with institutional expectations.

Whakawhiti Kōrero me te Whakawhanaungatanga ā-Rōpū - Communication and Team Building
- Meet regularly with the degree teaching team and programme/stream coordinators.

Ngā Paerewa Ratonga me te Tautoko ā-Kura - School Service Standards and Support
- Manage delivery of courses relevant to teaching areas.
- Teach, assess, evaluate, and research to the standards set in faculty policies and the institute's quality management system.

Tauhokohoko - Marketing
- Assist in the promotion and marketing of the faculty courses and programmes and EIT.

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

Ngā Pūkenga e Hiahiatia Ana - Skills Required

- Recent experience in the practice of supervision essential.
- Theoretical and practical knowledge of current supervision modalities essential.
- Current registration as a Social Worker is desirable.
- Current membership of ANZASW is desirable.
- Teaching experience at tertiary level and knowledge of curriculum development, preferably in the social sciences highly desirable.
- Well-developed oral, written, interpersonal and leadership skills essential.

Ngā Āheinga Motuhake - Special Aptitudes

- A commitment to honouring the intent of Te Tiriti o Waitangi which includes the integration of te reo, tikanga and Māori values within my teaching programme

Ngā Tohu Mātauranga - Qualification

- Master's level qualification is highly desirable.
- Teaching qualification and experience an advantage.

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	
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Owner	People and Culture Manager
Developer	People and Culture Advisor
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