

Kaiārahi

Mātauranga Māori Teaching Mentor, Te Kura Kaupapa Mātauranga, Pāpori me Te Whare Tiaki Kararehe

Kaupapa | Purpose

Scope: To develop, guide and carry out and/or support the teaching of Te Reo, tikanga Māori and Mātauranga Māori content in programmes and courses at Te Kura Kaupapa Mātauranga, Pāpori me Te Whare Tiaki Kararehe

Part time (0.6FTE) permanent

Reports to: Head of School, Te Kura Kaupapa Mātauranga, Pāpori me Te Whare Tiaki Kararehe

Team: EIT

Location: Hawke's Bay Campus and Off-Campus venues

Remuneration: Academic Staff Member – Senior Academic Staff Member, Salary negotiable commensurate on skills and relevant experience

Date: January 2026

Ngā Hononga Mahi | Working relationships

Internal: Māori Student Success and Equity Team, Dean, Te Manga Kaupapa Mātauranga, Ahurea, Hauora Pouwhirinaki and EIT Kaumatua, Faculty Administration Manager, Marketing and Student Support Staff Other Faculty Staff, Te Manga Kaupapa Mātauranga, Ahurea, Hauora, Research Mentor, Students, Other Support Staff

External: Iwi and hapū organisations, Other Tertiary Institutions

Resource delegations and responsibilities:

Financial: Not applicable

People: Not applicable

Ngā mahi | Do

Curriculum Development

- Prepare and update course curriculum to meet internal and external mātauranga Māori policy and processes.
- Participate in the development of course materials to align with internal and external mātauranga Māori requirements

Student Learning

- Assist In the Delivery of Mātauranga Māori In Programmes within the School
- Provide clearly defined learning objectives
- Regularly review and revise subject matter, teaching content and process relative to changing environments.
- Effectively facilitate the learning process through a wide variety of experiences and activities by encouraging students to participate in and accept responsibility for their own learning.
- Provide relevant practical learning experiences.
- Be committed to and understand 21st Century learning and teaching strategies. This includes blended/flexible delivery modes and the role of educational technologies in delivering and facilitating learning and teaching.
- Maintain professional standards of practice and act as a role model.

Student Well-Being

- Assist students as required.
- Facilitate support and liaise with student support services.

Assessment and Evaluation

- Undertake effective, valid and reliable evaluation of students and courses including Mātauranga Māori content.
- Assess performance of students and give appropriate feedback.
- Monitor and review assessment and evaluation processes.
- Undertake internal and external moderation of assessment.
- Maintain full and accurate student records.

Research

- Plan Annual and Projected Three-Year Research Output Targets.

- Demonstrate a commitment to undertake research and scholarly activity which meets PBRF requirements.
- Achieve an average of one and half research outputs per annum over those three years.
- Ensure research is relevant to the needs of local industry, iwi, hapū and community by planning projects in collaboration with that sector.
- Ensure that there is a growing balance in research outputs towards publications in favour of conference presentations.

Personal/Professional Development

- Keep up to date with social, professional and technical developments relevant to teaching topics through community, iwi, hapū and/or industry contact, reading and where possible attend appropriate courses / conferences.
- Participate in relevant professional groups including Māori groups.
- Undertake annual performance appraisal process.
- Review own job description annually with Head of School.
- Negotiate own training and development plan with Head of School arising out of formative appraisal process.

Staff Achievement

- Offer advice and guidance to academic staff around culturally responsive pedagogy
- Assist with the School's te reo Māori, tikanga, ako, ahurea and Te Tiriti o Waitangi capability development
- Assist with orientation of new staff as required.
- Provide support and assistance to less experienced colleagues.

Institutional Responsibilities

- Become a key member of the EIT Mātauranga Māori development forum, Māori Student Success and Equity team.
- Engage with EIT's approach to mātauranga Māori across the institution

Communication And Team Building

- Meet regularly with relevant teaching teams
- Attend institute, faculty, school meetings and relevant advisory meetings.
- Liaise with relevant individuals and groups in the community including iwi and hapū.
- Develop and maintain professional networks.
- Develop positive and constructive working relationships with colleagues across all campuses.

Planning

- Prepare annual plan, weekly and daily plans as required to effectively teach assigned classes.
- Monitor own progress against plans and targets.
- Plan to continually improve teaching and learning strategies, including evaluation action plans, recording of results and pastoral student care.

Section 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.
- Assist Head of School to ensure all courses meet Academic Board requirements.

Marketing

- Identify new course developments and markets in consultation with Head of School and marketing section.
- Assist with promotional and marketing activities as appropriate.

Resource Management

- Ensure resources are fully and appropriately utilised.
- Discuss annual equipment and accommodation requirements with Primary programme coordinator.

General

- 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 position 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 | Have

Knowledge and Experience

- High level of skill and knowledge in te reo Māori me ōna tikanga.
- Teaching experience and knowledge of curriculum development including mātauranga Māori **highly desirable**.
- An understanding and the ability to demonstrate culturally responsive pedagogy
- Experience developing and/or delivering learning and teaching for a range of delivery modes, including face-to-face and online **highly desirable**.
- Experience of using educational technologies in learning and teaching practice **highly desirable**.
- Research experience **highly desired**.

Skills Required

- Well-developed oral, written, interpersonal and leadership skills **essential**.
- Proven ability to plan and meet deadlines **essential**.
- Good organisational and administrative skills **essential**.
- Proven ability to plan and co-ordinate academic delivery and activities with successful outcomes for students.
- Ability to design and implement appropriate curricula.

Special Aptitudes

- An ability to participate fully as a team member within Te Kura Kaupapa Mātauranga, Pāpori me Te Whare Tiaki Kararehe.
- An understanding and appreciation of student learning and commitment to improving student learning.
- Committed to designing and delivering quality programmes at all levels.
- Commitment to honouring Te Tiriti o Waitangi
- Innovative with strong self-motivation.
- Commitment to integrate applied research into teaching and learning resources.

Personal Attributes

- High degree of professional judgement and integrity.
- Friendly and approachable manner.

- Flexible and responsive.

Qualifications

- Degree or higher qualification **highly desired**.
- Tertiary teaching qualification and experience an advantage

Waiaro | Be

Authentic and Inclusive: Promote an environment of inclusion and authenticity, where all contributions are valued. Be courageous disrupt inequities for all, including Māori, Pacific and disabled peoples. Hold the conviction that meaningful partnerships with Māori/iwi will contribute to progress for all.

Connected: Integrate waiora-sustainable thinking into your everyday mahi, meeting the needs of the present, without compromising our ability to meet our needs for the future.

Collective: Maintain a focus on results and delivery to build a sustainable, world class, vocational education and training network. Lean into transformation, challenge the status quo and choose courage over comfort to create better results for EIT, employers, ākonga and their whānau.

Self-Awareness: Accept change with confidence, understanding how to create the conditions you and others need to thrive. Demonstrate humility, be reflective and self-aware, always seeking to grow personally.

Ako: Hold lifelong learning as vital in connection, hauora, and continuous improvement both personally and professionally. No matter your role, recognise your mahi contributes to making a positive difference for our ākonga and their whānau, and their ability to create thriving communities. Recognise Te Tiriti o Waitangi as a powerful mechanism for taking positive action in Aotearoa, and a pathway to achieve equity for all.

Mana tāngata: Contribute to a connected, creative, compassionate workplace, where teams are committed to growth, learning and achieving our shared purpose. Contribute to maintaining a safe environment for learning and development, in all you do, including Te Tiriti, equity, academic and professional excellence. Recognise kaimahi and whānau wellbeing are interconnected, when we support personal and professional growth we contribute to Te Oranga/participation in society.