



## Position Description

### Form or Template HG184

#### Expression of Interest Lecturer - Health and Wellbeing

<b>Function:</b>	School of Health and Sport Science
<b>Reports to:</b>	Assistant Head of School, Health and Sport Science
<b>Location:</b>	Hawke's Bay
<b>Arrangement:</b>	Full-time permanent
<b>Date:</b>	June, 2026

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#### Pūtake | Purpose

To deliver teaching in the Health and Wellbeing programmes, NZ Certificate in Health and Wellbeing (Support Work Level 3 & Advanced Support Level 4), NZ Certificate in Health and Wellbeing (Social and Community Services) (Mental Health and Addiction Strand) Level 4

#### Ngā Whanaungatanga | Working Relationships

Internal:	Dean, Faculty of Education, Humanities and Health Science, Head of School and Assistant Head of School, Health and Sport Science, Programme Coordinator, Skills for Learning and Working (Supported Learners), Health and Wellbeing team, Faculty Administration Manager, Other Health and Sport Science Academic and Allied staff, NZ Certificate in Health and Wellbeing students, Faculty Academic Committee
External:	Key stakeholders, District Health Board, residential care facilities and other community health organisations, secondary schools, WINZ, Career Force ITO, Other Tertiary Education Institutions, NZQA Advisory Groups

#### Mana Whakahaere | Resource Delegations

Financial:	Not applicable
People:	Not applicable

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#### Kawenga Mahi | Accountabilities

##### Course Development

- Update and develop curriculum in line with Academic Committee requirements.
- Create and enhance course materials.
- Contribute to the development of new courses.

##### Student Learning

- Define and communicate learning objectives and outcomes, including language, literacy, and numeracy.
- Regularly review and update subject matter and teaching content.
- Facilitate diverse learning experiences, encouraging student responsibility.

- Provide practical learning experiences in classroom and placement settings.
- Maintain professional teaching standards and act as a role model.
- Understand and implement 21st-century learning strategies, including blended and or flexible delivery and educational technologies.

#### **Team Collaboration**

- Collaborate with team members on curriculum development.
- Provide academic guidance and counselling to students, liaising with other tutors as needed.

#### **Marketing**

- Promote EIT and the School of Health and Sport Science.
- Market the Health and Wellbeing programmes.

#### **Administration**

- Participate in student selection for the NZ Certificate in Health and Wellbeing programmes.
- Maintain student and course records in line with regulations and quality management systems.
- Advise the Programme Coordinator on resource requirements.
- Adhere to Institute administration policies and procedures.
- Attend and contribute to school, faculty, and staff meetings.

#### **Assessment and Evaluation**

- Develop and maintain student assessments.
- Ensure assessment reliability and validity through moderation activities.
- Participate in regional and national external moderation.

#### **Personal and Professional Development**

- Support the mission, goals, and philosophy of EIT and the School of Health and Sport Science.
- Stay updated with relevant developments through ongoing education and research.

#### **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.

**Knowledge and Experience**

- Essential: Recent and diverse experience in the health, mental health and addictions and/or disability sectors.
- Preferred: Teaching experience in unit standards and at the tertiary level.
- Preferred: Experience with educational technologies (e.g., Moodle, Blackboard, Adobe Connect, MS Teams).
- Highly Desired: Knowledge of curriculum development in health, mental health and addictions and disability.
- Highly Desired: Experience in developing and delivering learning for various modes, including face-to-face and online.

**Skills**

- Essential: Extensive knowledge and practical skills in health, mental health and addictions and disability care.
- Essential: Strong oral, written, interpersonal, and leadership skills.
- Essential: Proven ability to plan and meet deadlines.
- Essential: Good organizational and administrative skills.
- Preferred: Understanding of various teaching techniques and ability to design curricula.
- Preferred: Ability to plan and coordinate academic activities with successful outcomes for students.

**Special Aptitudes**

- Ability to link theoretical and practical aspects of support work.
- Commitment to improving student learning skills.
- Network of contacts within the local industry and community.
- Ability to initiate new ideas based on identified needs.
- Commitment to health and safety procedures.
- Understanding and appreciation of cultural issues, with a commitment to a culturally sensitive environment.
- Ability to work effectively in a team.
- Ability to set and achieve personal goals.
- Flexibility to adapt to client needs (e.g., industry/students).
- Empathy with and appreciation of Māori language and culture.

**Personal Attributes**

- High degree of professional judgment and integrity.
- Friendly and approachable manner.
- Flexible and responsible.

**Qualifications**

- Essential: Relevant tertiary qualification in the health field.
- Preferred: Tertiary teaching qualification.

**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 ākongā, 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.

<b>Document information – Office use only</b>	
<b>Document Name</b>	Position Description
<b>Document Number</b>	HG184
<b>Executive</b>	People and Culture Manager
<b>Owner</b>	People and Culture Manager
<b>Developer</b>	People and Culture Advisor
<b>Review Frequency</b>	12
<b>Last Review</b>	19/02/2026
<b>Next Review</b>	19/02/2027