

Learning and Access Facilitator

Kaupapa | Purpose

Empower ākonga to overcome academic barriers and achieve success by developing their learning capabilities through targeted support, skill-building, and collaboration with teaching staff to foster independent, confident, and capable learners. Enhances ākonga success and achievement through developing and delivering effective study strategies and academic confidence. This role models an ākonga-centered, strengths-based approach that promotes resilience and lifelong learning, embedding kaupapa Māori values into all aspects of service delivery.

Enable ākonga with disabilities to participate equitably and succeed in their learning journey by facilitating tailored accessibility supports, advocating for inclusive practices, and coordinating resources that uphold the mana, independence, and integrity of each learner. Advocates for inclusive teaching and assessment practices through developing and delivering a contextualised accessibility service that is responsive to the needs of ākonga.

Reports to: Learning and Access Team Leader

Team: Ākonga Success

Remuneration: \$74,100 - \$98,800 (Fixed Remuneration excluding KiwiSaver)

Ngā mahi | Do

Facilitate the identification and assessment of ākonga needs—including academic and accessibility-related barriers—and develop support plans and resources.

Deliver targeted academic and accessibility support through one-on-one sessions, workshops, and resource coordination, ensuring equitable access to learning.

Collaborate with kaiako and academic teams to promote and implement inclusive teaching and assessment strategies, and provide guidance that supports the integration of good practice into curriculum delivery.

Develop and maintain meaningful relationships with ākonga & internal & external stakeholders to ensure a holistic, culturally responsive, and inclusive support service.

Contribute to continuous improvement by maintaining accurate records, monitoring outcomes, and participating in self-assessment and evaluation processes that inform service development and enhance ākonga achievement and retention.

Demonstrate commitment to:

Ākonga at the center through ensuring positive outcomes for ākonga in all aspects of their learning journey.

Te Tiriti o Waitangi and Māori Success by positively championing and contributing to the success of partnerships with Iwi, Hapū and Mana Whenua, honoring Te Tiriti o Waitangi to uplift Māori success.

Equity by identifying and removing barriers to participation and achievement, and fostering inclusive, culturally responsive environments where all ākonga and kaimahi can thrive.

Vocational Education Excellence through building responsive provision and services to meet the needs of ākonga, and stakeholders and to enable future sustainability.

Pūkenga | Have

Minimum Bachelors level qualification in Education, or another related field, or studying towards one, or a related field or the equivalent body of knowledge gained through experience.

Previous experience in delivering academic and accessibility support services, including the coordination of inclusive, evidence-informed practices that empower diverse ākonga to succeed.

Evidence of ongoing professional development that enhances knowledge and practice relevant to the position

An understanding of the obligations to include Te Tiriti o Waitangi in workplace practices.

Ability to support and advocate the use of te reo Māori, tikanga and mātauranga Māori in the workplace.

Ability to support and advocate approaches that promote equity and prioritise the needs of priority groups.

Waiaro | Be

At Toi Ohomai, Toiohomaitanga describes our way of doing and being. It reflects how we care for each other, work together, and uphold our shared purpose. These behaviours apply to all kaimahi, with expectations scaled to the nature and level of each role. They guide how we show up in our mahi, contribute to our collective success, and reflect our commitment to Ā mātou uara | Our values in everyday practice.

Ako: Demonstrates curiosity and a commitment to continuous learning. Applies new knowledge to improve practice and outcomes and actively contributes to a culture of shared growth. This supports toitūtanga by sustaining excellence and adaptability over time.

Authentic and Inclusive: Fosters inclusive environments where people feel safe, respected, and able to be themselves. Actively includes diverse perspectives, addresses inequities, and supports others to thrive. These behaviours reflect manaakitanga through care, generosity, and upholding the dignity of all.



WHANAUNGATANGA



TOITUTANGA



MANAAKITANGA



KOTAHITANGA

Connected: Builds and maintains strong, trusting relationships across teams and communities. Fosters cross-functional collaboration by sharing knowledge, aligning efforts, and supporting others to achieve shared goals. Communicates with empathy and respect, contributing to a shared sense of purpose. This strengthens whanaungatanga by nurturing meaningful connections and collective wellbeing.

Innovative and impactful: Identifies opportunities to improve and applies evidence, creativity, and courage to drive meaningful change. Uses data and insights to inform decisions, challenge the status quo, and focus on outcomes that matter for ākonga, kaimahi, and communities. These behaviours reflect kotahitanga, recognising that lasting improvement is strengthened through collaboration and shared purpose.

Engaged: Actively participates in Toi Ohomai initiatives that advance our vision. Shares knowledge, supports others, and contributes to a positive, forward-focused culture. This is how we can live kotahitanga, working together with unity and purpose.

Self-aware: Demonstrates humility, reflection, and openness to feedback. Understands the impact of their actions and takes responsibility for creating conditions where others can thrive. This reflects toitūtanga through thoughtful and courageous practice that supports respectful relationships and sustainable ways of working.

Ngā Hononga Mahi | Working relationships

Internal: Academic Staff Members, Knowledge & Information and Ākonga Navigators, Ākonga

External: Support agencies and organisations, community groups, partner institutions

Resource delegations and responsibilities:

Financial: nil

People: nil



WHANAUNGATANGA



TOITUTANGA



MANAAKITANGA



KOTAHITANGA