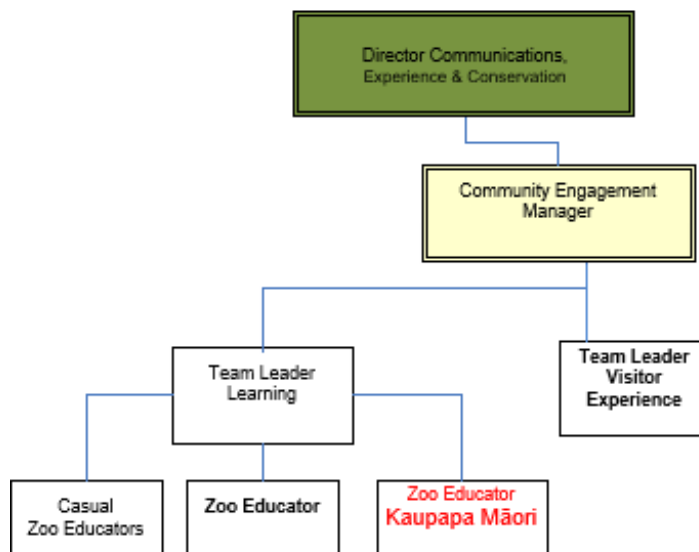


## POSITION DESCRIPTION

<b>Job Title:</b>	Zoo Educator – Kaupapa Māori
<b>Responsible To:</b>	Team Leader Learning
<b>Responsible For:</b>	N/A
<b>Position Purpose:</b>	<p>The Zoo Educator – Kaupapa Māori develops and delivers high-quality creative and exciting message-driven learning experiences to Zoo visitors of all ages reflecting the intersection between wildlife conservation and Kaupapa Māori, maximising connections between people, nature and animals</p> <p>The role supports the wider Communications, Experience and Conservation Team to ensure a strong and integrated visitor, learning and Kaupapa Māori focus in Zoo learning activities.</p>
<b>Date:</b>	October 2024

### Organisation Context:



### Important Functional Relationships:

#### External

- All visitors to Wellington Zoo
- Principals and staff of schools
- Mana whenua
- Education and interpretation staff employed by other zoos and community organisations
- Professional colleagues in the wider community
- Donors and supporters

#### Internal

- All Zoo staff, in particular:
- Animal Care Team
- Communications, Experience and Conservation Team
- Visitor Advisors
- Volunteers

## Key Result Areas:

The position of Zoo Educator – Kaupapa Māori encompasses the following functions or Key Result Areas:

- Learning Programmes
- Team Work
- Relationship Management
- Health and Safety, and Sustainability

The requirements in the above Key Result Areas are broadly identified below:

Jobholder is accountable for	
<b>1. Learning Programmes</b>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Deliver appropriate, effective, high quality ELC programmes to visiting early childhood, primary, secondary and tertiary students across a range of curriculum areas</li> <li><input type="checkbox"/> Plan, implement and deliver innovative learning programmes</li> <li><input type="checkbox"/> Develop and deliver Mātauranga Māori and other existing Zoo conservation learning programmes including Enriching Local Curriculum through the Ministry of Education (ELC), Zoo School Holiday Programme, and Bush Builders, our hands-on environmental education programme</li> <li><input type="checkbox"/> Identify and implement effective methods of student achievement and feedback and teacher satisfaction evaluation.</li> <li><input type="checkbox"/> Ensure the maintenance and creation of necessary resources.</li> <li><input type="checkbox"/> Assist other Zoo teams in the design and development of learning experiences and events for Zoo visitors including Zoo Sleepovers.</li> <li><input type="checkbox"/> Day to day delivery of the ELC contract aligning to the New Zealand Curriculum, including accurate reporting</li> <li><input type="checkbox"/> Remain up to date with the latest pedagogical practises and theory in both formal and informal education</li> <li><input type="checkbox"/> Administration of learning team bookings and communication with teachers to ensure learning outcomes are identified.</li> </ul>
<b>2. Team Work</b>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Carry out responsibilities in a manner which promotes the values of the Zoo, working cooperatively and effectively with all Zoo staff.</li> <li><input type="checkbox"/> Share ideas and knowledge with the other Zoo staff to develop a co-operative learning environment.</li> <li><input type="checkbox"/> Support Team Leader Learning in all relevant tasks.</li> <li><input type="checkbox"/> Assist with training new staff, both casual and permanent, and assist with the co-ordination and mentoring of casual staff.</li> <li><input type="checkbox"/> Create a positive and motivating environment for the entire Communications, Experience and Conservation Team.</li> <li><input type="checkbox"/> Support the delivery of the Zoo's Te Ao Māori strategy and ensure that Treaty Principles and Tikanga Māori are appropriately represented and valued in the culture of the Communications, Experience and Conservation Team and learning experiences at the Zoo.</li> </ul>
<b>3. Relationship Management</b>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Establish and nurture positive working relationships with all Zoo staff.</li> <li><input type="checkbox"/> Build and maintain excellent relationships with Teachers, Principals and the wider community.</li> <li><input type="checkbox"/> Where appropriate build and maintain relationships with mana whenua specifically Taranaki Whānui ki te Upoko o Te Ika and Ngāti Toa Rangatira</li> <li><input type="checkbox"/> Treat all Zoo visitors and the wider community with respect and courtesy, and interact with them in a positive manner.</li> <li><input type="checkbox"/> Manage your relationship with the Team Leader Learning on a 'no surprises' basis, and provide regular reporting as required.</li> </ul>
<b>4. Health and Safety, and Sustainability</b>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Ensure staff receive induction and adequate supervision, information, assistance and training to meet all health and safety responsibilities</li> <li><input type="checkbox"/> Ensure health and safety is discussed regularly at team meetings</li> <li><input type="checkbox"/> Ensuring any hazardous conditions, near misses, injuries and accidents are reported immediately to your manager</li> <li><input type="checkbox"/> Informing the Safety Improvement Team (SIT) about any areas of concern</li> <li><input type="checkbox"/> Meeting employees responsibilities and contributing to providing a safe working environment for visitors and fellow staff through following safe working instructions and adhering to all health and safety policies and procedures set down by WZT</li> <li><input type="checkbox"/> Commitment to and delivery of the Zoo's sustainability strategy and initiatives</li> <li><input type="checkbox"/> Ensuring responsibility for reduction of emissions in line with the Zoo's Toitū carbon zero targets</li> <li><input type="checkbox"/> Contribute to a culture committed to health, safety and sustainability</li> </ul>

**Note:** The above performance standards are provided as a guide only. The precise performance measures for this position will need further discussion between the jobholder and manager as part of the performance management process.

## Person Specification:

### Knowledge/Experience

- Practical experience delivering learning in zoos, museums or similar facilities; or in schools.
- Ability to apply New Zealand curriculum to the Zoo's learning environment especially Science, Conservation, Social Sciences and Technology
- Kaupapa Maori approaches to learning
- Knowledge of te reo Maori me ona tikanga
- Tertiary qualification in Education or equivalent experience
- Demonstrated knowledge of the New Zealand Curriculum, Te Whāriki, Ka Hikitia – Ka Hāpaitia and other relevant education standards, policies and learning frameworks
- Demonstrated experience in delivery of high-quality customer service.
- Ability to build and maintain professional relationships at all levels with a variety of internal and external parties
- Skilled communicator, both oral and written
- Passion for inspiring conservation action in children
- Experience working with a wide range of students, ages and learning abilities including people with special needs.
- Demonstrated PC literacy.
- Comprehensive knowledge of the role of conservation and environmental sustainability in a progressive Zoo
- Good attention to detail
- Sound knowledge and commitment to Te Tiriti o Waitangi.
- Demonstrated knowledge of the New Zealand Curriculum, Te Whāriki, Ka Hikitia – Ka Hāpaitia and other relevant education standards, policies and learning frameworks