

PROJECT JONAH

NEW ZEALAND

POSITION TITLE: Schools Educator

LOCATION: Christchurch Region

REPORTS TO: Communications & Volunteer Manager

HOURS: 7 per week, 43 weeks, fixed-term contract

SALARY: \$25 per hour + 8% holiday pay

PURPOSE:

Our Schools Educator is responsible for delivering our education programme to kindergarten, primary, intermediate and high school students as well as community groups. This programme will be delivered across the Christchurch Region, during the 43 week period that runs from Term 1 to Term 4 inclusive, 2023. The programme will be delivered in person through an engaging, high energy one-hour presentation.

KEY ACCOUNTABILITIES:	KEY RESPONSIBILITIES:
Deliver engaging, accurate and high-energy education programme to students	<ul style="list-style-type: none"> • Full responsibility for delivering the programme from start to finish at multiple schools per week • Aim to make at least two visits per week • Ability to adapt presentation to suit audience needs and learning level • Maintain high energy level and engagement during visits
Extended travel around the wider region	<ul style="list-style-type: none"> • Have your own, reliable transport • Ensure presentations are delivered as scheduled • Ability to self-manage and work to strict timetable
Communication	<ul style="list-style-type: none"> • Must be able to communicate well to a number of different audiences including: • Teachers who organise presentations • Students during presentations • Key office staff • Self-manage timely communications with external stakeholders
Ensure all health and safety requirements are met	<ul style="list-style-type: none"> • Contributes towards the development and implementation of policies and procedures that ensure compliance with the Health and Safety at Work Act (2015) • Is aware of and can identify hazards to which the organisation may be exposed and takes appropriate action accordingly

	<ul style="list-style-type: none"> • Has knowledge of and is able to apply emergency procedures as appropriate
Carry out duties ensuring all practices are conducted in line with Project Jonah's professional standards, policies and procedures	<ul style="list-style-type: none"> • All duties are delivered as per Project Jonah policies and procedures
Assist the wider Project Jonah team as required	<ul style="list-style-type: none"> • Acts as a part of the Project Jonah team • Attend evening education team hui's (via zoom) once every 6 weeks (approx.). • Contribute to the wider education team • Carries out additional tasks as requested

INTERNAL/EXTERNAL RELATIONSHIPS:

- Project Jonah staff, volunteers and management
- Teachers/administrators coordinating visits
- Students

PERSON SPECIFICATION:

Knowledge and Experience

- Strong background in education and teaching. Previous teaching experience is preferred
- Proven experience in delivering engaging, accurate and high energy education programmes
- A passion for the marine environment
- Willingness to start/continue a supported learning journey in te reo Māori and New Zealand Sign Language

Skills & Abilities

- Be able to communicate ideas and concepts and interact efficiently and positively with all age groups of students, as well as teachers
- Great communication skills both in person and online. Responds to requests in a timely manner
- Must be punctual and reliable
- Ability to work with minimal supervision and be self-motivated
- Be passionate about our organisation and the cause we represent
- Full, clean driving licence and own transport essential

Successful applicants will be asked to complete a NZ Police check and must have appropriate work visa.