

# Barnardos

<b>Role Title:</b>	Pedagogy and Quality Assurance Adviser
<b>Business Group:</b>	Barnardos Early Learning
<b>Reports to:</b>	National Manager - Pedagogy and Quality Assurance
<b>Salary Band:</b>	Education Band H

**Barnardos** is New Zealand's leading children's charity, doing more for Kiwi kids. Every year our services and people make a real and positive difference in the lives of thousands of children, young people and their families.

Our vision / moemoeā

An Aotearoa New Zealand where every child shines bright.

## Our mission/kaupapa

Be the voice and greatest fan of the next generation

Shape brighter futures via early education and targeted social services

Create insightful ways to empower tamariki/children to shine bright

## Our Guiding Principles

## Kotahitanga – Unity

## Ata Whakarongo – Hear with Intent

## Māiatanga – Realise Potential

Kaikōkiritanga – Progress with Purpose

Mahi tōtika – Do the Right Things Well

Barnardos is committed to the Treaty of Waitangi as a founding document of New Zealand.

Purpose of the role:

The purpose of the role is to contribute to the mahi of the Pedagogy and Quality Assurance team, in delivering professional pedagogical advice and support to Barnardos Early Learning (BEL) staff to promote positive learning outcomes for tamariki, and to support implementation of consistent, high quality practice standards across BEL services.

### Purpose of the Business Group:

Barnardos Early Learning's philosophy is to create strong foundations for the future. This is done through providing high quality early learning which meets the individual needs of the children and their families.

BEL operates services that are customer centric, consistent and result in delivering a high quality learning experience.

## Leadership

Key responsibilities include:

- ## Practice Standards

Key responsibilities include:

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- ## Relationships

Key responsibilities include:

- ### Ngā Pou e Whā (Māori Strategy)

Key responsibilities include:

- ## Health, Safety and Environment

Key responsibilities include:

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- ### Projects or Other Duties

Key responsibilities include:

- ## Key Relationships

Within Barnardos NZ	Outside Barnardos NZ
National Manager Pedagogy and Quality Assurance	Ministry of Education
Pedagogy and Quality Assurance Advisers	National and regional ECE organisations
National Operations Managers - ELC and Home Based	Teaching Council
Regional Managers - ELC and Home Based	
ELC Centre Managers and Head Teachers, and Home Based Visiting Teachers	
Manager Business Development	
Team Leader Business Support	
People & Capability Advisors	

## Person Specification

## Qualifications

Essential	Desirable
Early childhood teaching qualification recognised by the Education Council of Aotearoa New Zealand	Relevant postgraduate qualification



Education Council full practising certificate	Current first aid certificate
Current unrestricted drivers licence	

## Knowledge, Skills and Experience

Essential	Desirable
Extensive (5 years plus) practice experience in the early childhood education and care sector	Experience in mentoring, coaching and advising
Proven commitment to achieving and maintaining quality standards in early childhood education to achieve positive learning outcomes for tamariki	Facilitation experience
Demonstrated commitment to ongoing personal professional learning and development	Proven ability to create and maintain an environment that supports individuals to choices and take responsibility for their actions
Proven ability to develop and maintain reciprocal relationships with internal and external stakeholders	Proven ability to adapt approach and plans to fit with changing conditions, responsibilities and people
Understanding of Te Ao Māori, Te Tiriti o Waitangi and the dual heritage of Aotearoa, and responsive to the needs and perspectives of Māori in a culturally appropriate manner	Experience in utilising different strategies to influence and gain the support of stakeholders
Knowledge of relevant theories and practices in early childhood education	Experience representing an organisation at regional and national level
Understanding of early childhood education legislation and Ministry of Education policies and procedures and their application	

## Vulnerable Children Act 2014

This role is a Core Children's Worker under the Vulnerable Children Act 2014

## Delegations and Authority

### Human Resources

- Has significant involvement in training/guiding staff within the organisation or manages large and complex projects, but without line management responsibility


### Financial – Budgetary and Expenditure Limits

- No authority to commit to expenditure
- Purchase Orders**
  - No authority to approve or issue purchase orders
- Purchase Card (Fraedom Card)**
  - Monthly limit of \$1000 and per transaction limit of \$500



- Authority to sign external correspondence

Positions in Barnardos may change over time as the organisation evolves and priorities change. The key responsibilities for this position may change as the job evolves to ensure that Barnardos is able to adapt and respond to changes in the business environment. Any significant changes would be discussed between the jobholder and their manager. All significant changes will be approved by the relevant Executive Leadership Team (ELT) member.

Date Created:	October 2018	Date last updated:	October 2018
Authorised by:  Keith Newton GM Barnardos Early Learning		Date authorised:	October 2018