



Position Description: Kairuruku Mātauranga / Education Coordinator

Location	Te Ana Māori Rock Art Centre, 2 George Street, Timaru 7910
Reports to	Te Ana Team Leader
Hours	Up to 20 hours a week
Accountable	Te Ana Team Leader; Ngāi Tahu Māori Rock Art Trust Board
Who we are	<p>The Ngāi Tahu Māori Rock Art Trust was established in 2002 to support mana whenua Rūnanga (local tribal councils) and their communities in the care, management, and interpretation of their Māori rock art heritage.</p> <p>The main objectives of the Trust are to ensure the preservation and protection, education, and cultural revitalisation of Māori rock art for the benefit of Ngāi Tahu whānui and all New Zealanders, and to take a leading role in supporting the conservation and management of rock art throughout the Ngāi Tahu rohe (region).</p>
Role Purpose	The focus of this position is to grow and develop the role of Te Ana Māori Rock Art Centre as a deliverer of high-quality educational programmes focused on Māori rock art and mana whenua history and culture, amongst the local South Canterbury education sector and that of adjoining regions.
Specific Duties	<ul style="list-style-type: none"> • Establish and maintain strong networks within the education sector in South Canterbury and adjoining regions (Canterbury and North Otago) • Develop and implement a schedule of promotional activities to the education sector throughout the year • Contribute to the development of curriculum-based programmes to all education sectors (early childhood, primary and secondary schools, alternative education, tertiary providers) • Contribute to the development of resources to support the education programme • Work with teachers to deliver tailored educational experiences, including managing bookings, linking to curriculum strands, providing pre and post visit resources, and collecting and collating teacher and student evaluations • Lead the delivery of curriculum-based, hands-on educational experiences to school groups both at Te Ana Māori Rock Art Centre and at the rock art sites at Ōpihi • Meet key performance indicators, including student numbers, evaluation of educational services, and continued improvement of the educational programme • Continually build knowledge of mana whenua culture, history and mātauranga, as a basis for the development of compelling and empowering education and visitor experiences

Experience	<p>Any or all of the following preferred, but not essential:</p> <ul style="list-style-type: none"> ● Previous experience working in the education sector, or in a teaching or community engagement role ● Previous experience working with children and young people ● Experience in role with relevant transferable skills e.g., strong communication, relationship building and networking skills ● Experience working in the Māori heritage, museum or arts sector ● Experience and understanding of the Ministry of Education models and guiding documents i.e., Aotearoa NZ Histories, the NZ Curriculum, Ka Hikitia, Tātaiko, Te Whāriki etc.
Skills & knowledge	<ul style="list-style-type: none"> ● A passion for, and understanding of, mana whenua tikanga, culture, and heritage ● An understanding of the principles of Te Tiriti o Waitangi ● Te Reo Māori an advantage but not essential ● Excellent inter-personal skills; positive, outgoing, and open nature; able to easily relate with people from all walks of life; a confident communicator ● Creative thinker; able to develop new and exciting ways of sharing Ngāi Tahu culture with a wide range of people in a variety of settings ● Able to contribute to the design and development of ‘hands on’ educational experiences and resources based on mana whenua culture and history ● Existing knowledge of any of the following would be desirable: tākaro, pūrākau, traditional Māori arts, archaeology, geology, ecology, mahika kai, te reo, kapa haka, mātauranga Māori
Personal Attributes	<ul style="list-style-type: none"> ● A ‘people person’, good at establishing and maintaining relationships ● Passion, enthusiasm, strong personal drive and energy ● Ability to lead and work in a team or to work alone ● Excellent time management skills and reliability ● Friendly, outgoing, and able to put people at ease ● Always polite, patient, and professional to visitors and colleagues ● Willingness to continually learn ● Personal integrity essential ● An ability to maintain composure under pressure ● Understanding of and respect for different cultures ● Reasonable level of fitness
Other	<p>Te Ana Māori Rock Art Centre is open 5 days per week, Tues- Saturday. Days for this role are negotiable however the applicant must be willing to work an occasional Saturday or public holidays to support our wider operations.</p> <p>The role may require use of your own vehicle from time to time, a current driver’s license is required.</p> <p>Comprehensive First Aid Certificate (can be completed on the job at no cost to applicant)</p>