

# Kaiako Success Advisor

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## Kaupapa | Purpose

The Kaiako Success Advisor is a member of the Kaiako Success Team, who are responsible for providing leadership, capability development and mentoring to kaiako in all aspects of teaching and learning at Toi Ohomai. The Kaiako Success Advisor will help enhance the ākonga experience by providing support and expertise, co-designing and delivering professional development activities, mentoring kaiako throughout their development journey, and support the effective design of curriculum, teaching resources and assessment activities.

The Kaiako Success Advisor will work in close collaboration with the wider Whanake Ake/Academic Development Team and other enabling functions to ensure collective approaches are implemented.

**Reports to:** Head of Kaiako Success and Innovation

**Team:** Whanake Ake | Academic Development

**Remuneration:**

**Date:** 12 September 2024

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## Ngā mahi | Do

- Provide leadership and guidance to faculty leaders and kaiako regarding innovative and effective teaching strategies across the Toi Ohomai programme portfolio.
- Design and develop strategies, tools and resources that assist faculty leadership and kaiako to apply effective curriculum and learning design practice.
- Partner with faculty to plan and deliver professional development activities that promote excellent teaching practice and build the capability of academic staff.
- Support and coach kaiako through the academic onboarding process.
- Advise on the design of effective assessment activities.
- Contribute to projects that support Toi Ohomai strategic initiatives.
- Keep current with educational research and emerging educational trends and incorporate these into services where appropriate.

- Undertake special tasks and/or projects as delegated by and agreed to, by the line manager.

**Demonstrate commitment to:**

**Te Tiriti o Waitangi.** Through our developing understanding of our obligations and our connection with Te Tiriti o Waitangi as both individuals and as an organisation.

**Ākonga at the Centre.** Through prioritising the experience, wellbeing, and success of our ākonga in our decision-making process.

**Equity.** Through recognition, empowerment, and inclusion we can give greater acknowledgement of the unmet needs of Māori, Pacific and disabled ākonga and their whānau.

**Vocational Education and Training Excellence.** Through quality provision for all ākonga, meeting the regional needs of employers and communities.

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## **Pūkenga | Have**

### **Required**

- A postgraduate qualification in Education, Learning Design, Educational Technology or similar.
- Minimum five years' experience working within the tertiary education sector.
- Experience in leadership, coaching or advisory roles.
- An understanding of programme and curriculum design and quality assurance processes.
- An understanding of te ao and mātauranga Māori concepts and how these can be incorporated into course design and delivery.
- A high level of competence using digital workplace tools and processes.
- A high level of experience using educational technology tools, including learning management systems and online collaboration tools.
- Exceptional interpersonal communication skills and the ability to relate well with diverse audiences.

### **Desirable**

- Proven experience leading successful education projects.
- Experience in change management and project management methodologies.

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## Waiaro | Be

**Authentic and Inclusive:** Promote an environment of inclusion and authenticity, where all contributions are valued. Be courageous to disrupt inequities for all, including Māori, Pacific and disabled peoples. Hold the conviction that meaningful partnerships with Māori/iwi will contribute to progress for all.

**Connected:** Integrate waiora-sustainable thinking into your everyday mahi, meeting the needs of the present, without compromising our ability to meet our needs for the future. Embrace the interconnectedness of environmental, social, economic and cultural wellbeing.

**Collective:** Seek progress over perfection, moving forward with aroha, empathy and persistence. Maintain a focus on results and delivery to build a sustainable, world class, vocational education and training network. Lean into transformation, challenge the status quo and choose courage over comfort to create better results for Toi Ohomai | Te Pūkenga, employers, ākonga and their whānau.

**Self-awareness:** Navigate yourself, and lead others through change with confidence, understanding how to create the conditions you and others need to thrive. Demonstrate humility, be reflective and self-aware, always seeking to grow personally and as a leader.

**Ako:** Hold lifelong learning as vital in connection, hauora, and continuous improvement both personally and professionally. No matter your role, recognise your mahi contributes to making a positive difference for our ākonga and their whānau, and their ability to create thriving communities. Recognise Te Tiriti o Waitangi as a powerful mechanism for taking positive action in Aotearoa, and a pathway to achieve equity for all.

**Mana tāngata:** Contribute to a connected, creative, compassionate workplace, where teams are committed to growth, learning and achieving our shared purpose. Create a safe environment for learning and development, in all you do, including Te Tiriti, equity, academic and professional excellence. Recognise kaimahi and whānau wellbeing are interconnected, when we support personal and professional growth we contribute to Te Oranga/participation in society.

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## Ngā Hononga Mahi | Working relationships

**Internal:** Whanake Ake, Māori Success, Student Support, Academic Leaders, Kaiako.

**External:** Other ITP's

**Resource delegations and responsibilities:**

**Financial:** Zero

**People:** Zero