

Working at Kristin

HEAD OF DIGITAL LEARNING
AND INNOVATION



Thanks for considering Kristin

A message from the Executive Principal



Nau mai, Haere mai, ngā manuhiri tūāurangi.

On behalf of the Kristin community, a very warm welcome to you. Thank you for your interest in joining Kristin, Aotearoa New Zealand's leading independent educational institution.

The vision of our founding families for a holistic approach to education built on Christian values that nurtures both the head, the heart and the spirit of our tamariki (children) just as strongly today as it has for over 50 years. Kristin's legacy of progressive and innovative practice ensures that through our holistic wholehearted education, our learners' intellect and character are developed so that they are Future Ready. We ensure our students graduate with the qualifications, knowledge, skills and dispositions for their personal future pathways.

At Kristin, we embrace all beliefs and celebrate the vibrancy and diversity of our humanity. Our non-denominational community empowers all members to honour each other's identities, histories, and values. As a Kristin Dove, you'll be part of an inspiring international education network, connected to nature and committed to wellbeing.

Come and visit our beautiful Kristin and see for yourself our difference – small class sizes, specialist staff, master educators, skilled clinicians and talented operations staff who work collaboratively in exceptional learning spaces, including our own native forest, to personalise learning.

We recognise it is a privilege to be a member of the Kristin community, which means that for students, alumni and staff we hold a responsibility to take up opportunities to develop ourselves in order to give back to our local, national and international communities and make our world a better place.

At Kristin we do what we love – we play, we inquire, we empower our young people to find their passions, we facilitate learning, we give to our community, we grow personally and professionally. If you join our Kristin community and become a Dove, you'll be part of a positive community where progress with vision, integrity and love drive our visionary spirit.

I look forward to welcoming you into our Kristin whānau and what will be the most outstanding professional journey of your lifetime where you will shape the future, one student at a time.

Noho ora mai rā, nā

Kim Green

Executive Principal
MEd, BEd, BSocSc, DipTch (Sec), Dip
Management.



“There is a feeling that the staff are cared for and supported at this school.”

Year 1 Teacher

Introduction

Kristin is an independent, co-educational, International Baccalaureate (IB) World School with more than 1,800 students from Early Learning to Year 13. Based in Albany, on Auckland's North Shore. Kristin enjoys over 50 acres of park like grounds. The Junior, Middle and Senior Schools are all situated on the Albany campus, each following the philosophy of Kristin while creating their own distinctive character, relative to the age group of its students. Kristin is non-denominational and was founded by parents who wanted the school to live abiding by traditional Christian values.

Vision Statement

To provide our students with an exceptional all-round education that prepares them to be responsible global citizens who think creatively, reason critically, communicate effectively and learn enthusiastically throughout life.

Progress with Vision, Integrity and Love

Our four core values are taken from our motto and illustrate our founding Christian values:

Progress

Continually growing and developing as well-balanced lifelong learners.

Vision

Having a sense of direction and purpose, building on our innovative founding families' aspirations for personal and collective excellence.

Integrity

Being honest and of strong moral principles to make a supportive difference in our world.

Love

From a strong self, able to affirm and compassionately serve others and our environment.

We offer dual pathways so our students can choose the best road for them

Dual Academic Pathways

Kristin's Senior School students choose to follow either the International Baccalaureate (IB) Diploma Programme or NCEA pathway in roughly equal numbers, and the recently released 2024 results are evidence of the strength of both programmes of study at Kristin. Both pathways offer a broad range of subjects to suit students' interests and future tertiary goals.

As New Zealand's leading IB school, Kristin has a proven record of success with this internationally recognised curriculum framework.

As the first school to introduce the IB Diploma Programme to New Zealand in 1989, Kristin now offers three IB programmes spanning the years from Kindergarten through to Year 13. This inquiry-based model of teaching and learning encourages students to make their own connections across many fields of study, from traditional academic disciplines to new ideas and innovative concepts. The pass rate has averaged 97% over the past five years.

Kristin's NCEA results also demonstrate the excellent level of academic achievement by Kristin students. With an overall NCEA pass rate of 94%, 71% with Merit or Excellence across Levels 2 and 3 in 2024, Kristin's commitment to the national qualification is celebrated throughout the school. Across all students, 97% of students were awarded University Entrance (UE).

Our results speak for themselves:

2024 NCEA Results

- 95% overall pass rate across Levels 2 and 3 with 71% of students achieving Merit or Excellence endorsements.

2024 International Baccalaureate Diploma Results

- 100% pass rate.
- 25% of our IB candidates gained scores of 40 points or more, qualifying them as New Zealand IB Top Scholars.
- Kristin's median Diploma score was 36 points, compared to the world average of 31 points.



"The best way to predict your future is to create it."

ABRAHAM LINCOLN



At Kristin, we understand the benefits of Education beyond the classroom

Performing Arts

Our award-winning productions enable students to gain practical experience within a fully functional, educational theatre environment. Excellent music, drama and dance programmes are offered across the three schools with co-curricular performance events, speech, drama and music tuition that enable students to discover and pursue their passions alongside their academic goals. Kristin produces three productions a year for each of the Junior, Middle and Senior Schools.

Sport

Sport at Kristin is much more than a pastime and healthy activity; it is a context in which our students can experience success and failure, realise their dreams and aspirations, and are able to strengthen their teamwork skills and camaraderie in pursuit of their goals.

Kristin offers over 20 sporting codes and supports clubs so that students have the chance to gain experience in a range of disciplines. We recognise that elite-performance pathways are vital for students to compete at highest levels. Our Sports Academy provides opportunities for athletes in Years 6–10 to access customised development programmes, offered in partnership with the AUT Millennium and the Athlete Development Academy (ADA).

Education Outside the Classroom (EOTC)

Taking students outside of the comfort of their classroom is a key feature of Kristin. It encourages students to embrace situations and challenges to promote personal growth and development, team building, leadership and a greater sense of community.

EOTC activities include Camp Week, which is a highlight for students in Years 3–13 who embark on adventures across New Zealand. Other activities include field trips for academic exploration and assessments along with cultural trips.

Co-Curricular Activities and Facilities

Our community is a hive of activity, providing the best facilities and opportunities available to make the students' experience unforgettable. To enable this, it is expected that all teaching staff and some support staff attend Camp Week. This occurs in Week 4 of Term 1. Along with Camp Week there are many co-curricular cultural and sporting activities on offer, and a minimum staff contribution of 40 hours, for teachers, is expected throughout the year to realise these activities.

Inclusive Learning

Kristin offers the best of pedagogical support for teachers and students, with a highly qualified Inclusive Learning team dedicated to providing support for neurodiverse learners. This experienced team can provide an individualised education plan to support the student and teacher to succeed.

Little Doves Early Learning Centre

Kristin is excited to offer early childhood education to our community. This state-of-the-art facility provides a pathway into our successfully established Kindergarten, with the ability to care for 75 babies and toddlers. This facility allows for our new parents to return to work with the convenience and knowledge their little one is in safe hands.

International Education

Every student at Kristin is part of a rich and diverse international community. The International Baccalaureate (IB) philosophy encourages students to consider their place in the world and to engage with other cultures and languages. Mandarin Chinese and Te Reo are taught throughout the Kindergarten and Junior School, and our Language Faculty offers Chinese, Spanish and French to Middle and Senior School students.

Environment

Feedback from staff, students and visitors affirm that our school campus is exceptionally beautiful, and in pristine condition. A highly energetic team keeps our grounds and facilities maintained to the highest standard.

School Operations

Kristin Junior to Senior School has 37 term weeks, with a three week term break in April and July and two weeks in October.

Junior School's day is 8:30am – 3:10pm

Middle and Senior School's day is 8:30am – 3:20pm

Employee Benefits

Kristin offers many benefits for staff, including a values-based welcoming community with an inspirational founding story and small, nurturing class sizes. Other benefits include subsidised school fees, a staff recognition programme, amazing facilities and grounds, and wellbeing support with free flu vaccinations, gym membership, onsite physio and EAP.

Professional Learning

Kristin is committed to the professional development of all staff by providing regular ongoing professional learning, staff conferences and support for post-graduate studies. All staff are offered regular First Aid and child protection training.

Professional learning is prioritised over the year, and professional memberships and collaborations are encouraged.

Position Description – Head of Digital Learning and Innovation

Job Purpose

The Head of Digital Learning and Innovation is responsible for the overall vision, leadership and execution of digital technologies and solutions within the school to support the delivery of student learning. It will develop a shared vision and define a multi-year strategic plan for an aspirational and comprehensive integration of technology into pedagogy and student learning outcomes.

Leading a team of various stakeholders across the school to provide guidance, consultation and support for our teachers, students and our community now and into the future.

Reports Directly to

- Executive Principal

Key Relationships

- School Principals and Executive Leadership Team
- Teaching and Learning Assistant Principals
- Junior School Digital Learning Lead
- Head of Library Services
- Head of ICT and ICT Helpdesk Specialist
- Digital Advisory Group
- Teachers
- Students

Conditions of Employment

- A salary will be paid according to qualifications and experience.
- Fee concessions are available to assist staff in having their children educated at the school.
- Five weeks annual leave.
- Four weeks long-service leave after 10 years' continuous employment.

Specific Duties – Head of Digital Learning and Innovation

Accountabilities	Responsibilities and Expectations	Performance Indicators
1. Leadership	<ul style="list-style-type: none"> Inspire and lead, along with the Executive Leadership Team, the development, communication, and implementation of a shared vision for the comprehensive use of technology to support a digital-age education. Lead a team with a focus on building the capacity of teaching staff in the area of technology to optimise, enhance and transform teaching and learning. This may include but is not limited to, training and assisting staff with skills acquisition in the use of technologies and software. Lead Digital Learning across all schools with informed research, contemporary pedagogy, and current and emerging technologies. Advise and consult with the Executive Leadership Team on digital educational projects and initiatives that would benefit students and promote digital learning across the community. Provide leadership for the school's digital technologies strategy and innovations that support Kristin's strategic plan. Lead and model behaviours in a way that articulates, supports, and furthers the school's values and aspirational strategic vision. 	<ul style="list-style-type: none"> Changes and innovations that will improve teaching, learning and operational areas are recommended and advanced. Kristin builds a reputation as a leader in the use of technology to inform teaching and learning.
2. Digital Learning	<ul style="list-style-type: none"> Lead a team, to work with the teaching staff to develop recommendations regarding the use of digital technologies and optimise their use of digital tools that will enhance teaching and learning in the classroom or wherever Kristin is delivering student learning opportunities. Lead the development of policies and guidelines regarding the electronic tools that need to be used consistently to improve the student experience and reduce unnecessary variation for students. Continuously review how other schools and educational organisations use electronic tools to enhance student learning, striving for 'best' and 'next' practice. 	<ul style="list-style-type: none"> Evidence of recommendations provided to teaching staff. Feedback from teachers, students and the community on the benefits of digital tools in supporting teaching and learning. Guidelines or policies are developed and explained to staff using techniques designed to optimise learning outcomes. Reports prepared on using digital tools and technology across the whole school. Including recommendations for improvements. Reports and recommendations provided to the Executive Leadership Team regarding leading practice for applying the digital world in the classroom and how this may uplift student experience.

3. Teaching and Learning Management	<ul style="list-style-type: none"> Keep informed of rapidly changing technology tools as a basis for considering how they might be applied at the school to enhance student learning. Exhibit exemplary and inspirational classroom practice. Model and encourage the effective use of technologies to enhance and transform teaching, learning, assessment, feedback, data analysis, communication, creation, collaboration and operations across the school. Work with the relevant leaders across the school to support them in developing and integrating appropriate eLearning within their faculties and / or schools. Oversee the use of technology to support teaching and learning across the school. Oversee the development and delivery of innovative professional learning programmes for staff. Lead and support staff in the development and implementation of online learning resources. Identify teachers within the school with passion and good working knowledge of various e-learning strategies and encourage other teachers to undertake observations and team teaching with the identified teachers. 	<ul style="list-style-type: none"> Proactive approaches to teaching staff, including offering vision, ideas and support in classes. Staff observe best practice and use ideas to modify their own practice. Growth in the use of eLearning across the whole school is evident. Regular, inspirational, and timely professional development is available for staff. Staff feel supported and enabled in the development of digital resources for their classes.
4. Change Management	<ul style="list-style-type: none"> Stay abreast of emerging education technology trends and methods and the data research that informs their efficacy in teaching and learning. Continuously review the performance, security, adoption and effectiveness of learning technologies across all schools. To be a role model for excellent change management practice, especially concerning changes proposed for the digital operating environment at Kristin. To foster a philosophy that recognises the importance of innovation and change at the same time as recognising that IT tools are only one dimension of innovative teaching practice. This role is intended to support innovative teaching practice and teaching development. 	<ul style="list-style-type: none"> Changes are implemented smoothly in a way that is most likely to lead to the adoption of new practice. Support the Executive Leadership Team in building a culture of innovation and evolution through the use of digital tools to support teaching and learning.

- 5. Health and Safety**
 - Facilitate a safe and supportive work environment by ensuring compliance with the school's policies, procedures and legislative requirements.
 - Ensure all practicable steps are taken to keep staff and students safe while on the school grounds or participating in school activities.
 - 6. Other**
 - Attend relevant meetings as required.
 - Attend all staff meetings.
 - To positively support the character and values of Kristin School.
 - Make decisions in accordance with the school's delegations of authority.
 - Be actively involved in the life of the school, including community events, functions and promotional activities as required.
 - Learns new skills and tools relevant to advancing the role and the services available to students and staff.
 - Other duties as requested by the Executive Principal or school Principals.
- Evidence of compliance with the school's policies, procedures and workplace health and safety legislative requirements.
 - Evidence all practicable steps are taken to ensure safe work practices, including hazard identification, accident, incident and near miss reporting for all events and EOTC trip/RAMS forms.
 - Attendance and participation at meetings as required.
 - Evidence of attendance at all staff meetings.
 - All decisions made were in line with the School's delegated authorities.
 - Evidence of demonstrating appreciation, respect and affirmation for others and of working effectively with all stakeholders to create a positive and collaborative school culture.

- Ability to translate strategic plans and thinking into operational plans and priorities.
- Outstanding verbal and written communication skills.
- A high degree of professional judgement and confidentiality.
- Ability to develop, lead and implement new and creative initiatives.
- A genuine interest and willingness to engage in professional development and learning opportunities
- Flexible, approachable and consistent in manner.
- A high level of energy and vitality.
- Knowledge of budgetary and financial management processes.

Selection Criteria

Qualifications, Training and Experience

- A proven track record in leading technological change and innovation in a school setting.
- Tertiary degree in Education or equivalent, with teaching experience.
- Recent National Police Vetting Check (with results considered satisfactory by the school).
- Commitment to Te Tiriti o Waitangi principles.

Attributes and Skills

- Ability to establish credibility and develop and maintain effective relationships with stakeholders from diverse backgrounds.
- Experience leading, enthusing, inspiring and guiding staff.
- Excellent interpersonal skills, including the ability to listen and liaise effectively across all areas of a school community to achieve successful outcomes.
- Superior organisational ability with demonstrated self-motivation and initiative in goal-setting, prioritising work and managing multiple tasks.
- Well-developed problem-solving skills and proven experience in creating solutions.

Application Process

All applications are to include your curriculum vitae and cover letter. These are to be submitted online together with your completed Application form available at www.kristincareers.nz

If you have any questions with regards to working at Kristin School, please contact:

Rebecca Isted – Director of Human Resources

Phone: +64 9 415 5097

Email: risted@kristin.school.nz

All applications will be acknowledged by email.

Selection Timeline

Applications close Monday 28 April 2025



If you have any questions regarding working
at Kristin School, please contact

Rebecca Isted
Director of Human Resources
Albany, Auckland

t: +64 9 415 5097
e: risted@kristin.school.nz
kristincareers.nz