



ASHGROVE SCHOOL

Effective Team Leader Profile

The characteristics of an effective Team Leader at Ashgrove School, first and foremost, is to create a collaborative and supportive environment to lead ākongā learning. At Ashgrove School we value the following attributes that must be demonstrated:

Rangatira o te kura / School Leadership

Effective team leaders demonstrate, on a daily basis, active participation in the rangatira o te kura/school leadership team.

Effective team leaders who show rangatira o te kura/school leadership:

- Actively support, contribute to and promote the direction of Ashgrove School
- Actively support other members of the leadership team
- Lead, coach and mentor team members to ensure ākongā achievement
- Promote a culture of teaching as inquiry
- Support and advance whole school professional development goals within the team
- Communicate effectively with other team leaders and teams across the school
- Inquire into and test the validity of your own and others' reasoning, assumptions and conclusions.
- Focus on valid information, data and evidence
- Share key information in a timely and appropriate manner between senior management, team leaders, staff members and/or outside agencies
- Develop a learning network that values and supports the school vision, allows individuals to contribute and encourages group decision making
- Foster ownership of decisions and build a sense of responsibility for choices made within the team
- Take initiative and responsibility to keep up to date with current pedagogy
- Participate in and encourage team member involvement in all school wide activities
- Set team meeting agenda and ensure minutes are shared with learning assistants, SENCO, team leaders, deputy principals and the principal
- Have clear equitability of the workload amongst team members and recognise and enhance individual strengths and passions
- Model highly effective practice and actively promote school wide priorities (i.e. circle time, PB4L etc)
- Expect high standards and look for ways to help others reach them

Te tautoko me te aratohu / Support and Guidance

Effective team leaders demonstrate, on a daily basis, professional te tautoko me te aratohu /support and guidance of their team members.

Effective team leaders who show professional te tautoko me te aratohu/support and guidance:

- Provide professional support for team members
- Constantly value, mentor and coach team members formally (inquiry) and informally
- Have high expectations for the team, systems and everyday life in the learning environment
- Take personal and professional responsibility to be an active leader of team members (i.e. model, take the lead, engage in everyday discussions around kaiako and tamariki learning)
- Clearly identify and communicate planning and documentation expectations and constantly ensure these are adhered to
- Support team members in following the Ashgrove Behaviour Model and Exceptional Learners Model
- Take personal and professional responsibility to develop kaiako confidence through guiding and supporting behaviour management, whānau meetings and working with agencies

Whanaungatanga / Relationships

Effective team leaders establish and maintain, on a daily basis, positive whanaungatanga/ relationships throughout the school.

Effective team leaders build positive whanaungatanga/relationships throughout the school:

- Effectively communicate with tamariki, staff, whānau and the wider community
- Professionally and promptly respond to behaviour incidents and/or parental concerns within the team
- Professionally liaise with support organisations and others as necessary
- Develop a culture that promotes collaboration in team meetings, enables professional discussions, ensures flow, and mediate if required
- Stress and model the importance of respectful relationships at all times.
- Can be trusted to keep confidences
- Professionally share confidential information with the Principal and Deputy Principals in regard to health and safety concerns
- Have high expectations of communication with the community (i.e. reports, newsletters are proofread, viewed and approved by team leaders and/or deputy principals)

Ārahi te paetae ākonga / Leading Student Achievement

Effective team leaders demonstrate, on a daily basis, leadership in ārahi te paetae ākonga /student achievement.

Effective team leaders who show leadership in ārahi te paetae ākonga /student achievement:

- Take personal and professional responsibility to report on, respond to and communicate around student progress and achievement
- Foster, develop and promote a collegial learning centred environment within the team
- Lead and implement initiatives to accelerate student achievement in the team
- Support the development of practices that set an expectation that all ākonga will experience success
- Collaboratively develop, maintain, follow and/or review documentation and robust systems on a regular basis (i.e. team descriptions, long term plans, tracking docs and team systems etc.)
- Have high expectations that tamariki and their learning time is valued and maximised
- Complete school and team assessment requirements; ensuring data analysis across the team, continual updating of tracking documents and validity of assessment through moderation, triangulation etc
- Take personal and professional responsibility for pastoral care/behaviour management of students and team members