

The background features a network of stylized human figures, each represented by a circle for a head and a smaller circle for a torso, connected by lines. These figures are arranged in a circular pattern around the central text, creating a sense of community and interconnectedness.

PPTA

NEW ZEALAND POST PRIMARY
TEACHERS' ASSOCIATION
TE WEHENGARUA

www.ppta.org.nz

OVERSEAS TEACHERS

MEMBERS' GUIDE

February 2009



Introduction

The New Zealand Post Primary Teachers' Association (PPTA) represents all teachers in secondary schools, some teachers in area schools, and technology teachers in primary or intermediate schools.

If you are considering applying for a teaching position, or are actually teaching in either a secondary school, an area school or as a technology teacher, then PPTA has union coverage and this booklet offers you relevant information and advice.

Applying for a job

In New Zealand individual school boards employ teachers. By law all permanent and fixed-term positions of more than one term in the secondary service must be advertised in the *Education Gazette* and in the area school service they must be nationally advertised. (Most of the latter positions are also advertised in the *Education Gazette*.) The *Education Gazette* can be viewed online at www.edgazette.govt.nz.

Overseas teachers should rely only upon salaries as assessed by the Salary Assessment Unit.

You may be eligible for removal expenses, or for a relocation or recruitment allowance. Ask your potential employer, or seek advice from a PPTA field officer. Field officers can assist intending teachers with a range of advice.

Come Prepared

Bring certified copies of all necessary documents. These documents could include evidence of academic qualifications, teacher training, prior teaching service and other relevant work experience for which salary credit in NZ may be given.

The government website teachnz.govt.nz has more very good advice for intending teachers from overseas.



Things you will need to do:

1. Have your qualifications assessed. The Teach NZ website sets out the process and provides links to the New Zealand Qualifications Authority website nzqa.govt.nz. (NZQA assesses the relative worth of overseas qualifications.)
2. Contact the New Zealand Teachers Council. Anyone employed in the state education sector must be registered with the council. The Teach NZ website sets out the process here.
3. Obtain a work permit, if needed. In order to teach in New Zealand, you will either need a work permit or permanent residency. (This does not apply if you are an Australian.) See immigration.govt.nz.
4. If you are applying for a work permit for more than 12 months, or for permanent residency, you will need a medical certificate. Details can be found at immigration.govt.nz.
5. If necessary, supply evidence that you are proficient in English. Unless you have completed your teacher training in a country where English is an official language, you will need to show evidence that you have passed an English language test such as IELTS (see www.ielts.org).
6. Have your salary assessed.

Salary assessment

Most secondary teachers in New Zealand are employed on the Secondary Teachers' Collective Agreement (STCA). A few are employed under the Area Schools Teachers' Collective Agreement (ASTCA). The salary scales are practically identical. The associated allowances are similar.

The assessment of a teacher's overseas qualifications, training, teaching service and other relevant work experience, will allow that person to be placed upon the appropriate point on the salary scale of the relevant collective agreement.

NZQA will make a separate assessment of both a person's



academic qualifications and his or her teacher training. (This practice may differ from that of some overseas practices of assessment). For a teacher with overseas qualifications and /or teacher training the assessment must be done by NZQA before an assessment of teacher salary can be made.

In New Zealand salary assessments are made by The Salary Assessment Unit. Suitable evidence of the teacher's qualifications and training (as assessed by NZQA) together with evidence relating to and prior teaching service or other relevant work service should be sent together with an Application for Salary Assessment Form (ESP 7t) to :

The Salary Assessment Unit
P O Box 4044
Christchurch.

The form can be obtained from an individual school or from schoolpayroll.govt.nz.

Getting good advice relating to the necessary documentation for overseas qualifications, teacher training, prior teaching experience and relevant other work experience can be a complex matter. PPTA field officers can give individual assistance.

Information relating to teacher salaries may be found in the following PPTA booklets:

- *Teacher Salaries Guide - Secondary Schools*
- *Teacher Salaries Guide - Area Schools*

These booklets are available online at www.ppta.org.nz.

Likely delays and their effects

Overseas teachers need to allow for around three months to have their overseas qualifications assessed. This time will be increased if further documentation is required.

It may take a further two months or so for overseas teachers to have their salaries assessed by the Salary Assessment



Unit. If further documentation relating to prior service is needed, an interim assessment will be made but a final assessment may take longer.

Intending teachers therefore need to make arrangements regarding assessment as soon as possible.

Once you have a teaching position

When an overseas teacher is appointed to his or her first teaching position in New Zealand, the school may be given a time allowance of 2.5 hours per week. This allowance means that a teacher's timetabled classroom time should be 2.5 hours less than otherwise. The exact conditions of this entitlement are set out in STCA 3.8 (c) and ASTCA 2.18.

If a new teacher has never taught, then he or she may instead be eligible for a more generous beginning teachers' time allowance.

Joining PPTA

By law your employer must give you advice about joining the union and about the relevant collective agreement you will be covered under if you opt to join.

PPTA membership forms are available from www.ppta.org.nz. A teacher will need to be in employment, with a MOE number, before joining PPTA.

PPTA's website outlines the full benefits of belonging to PPTA.

PPTA has a network for immigrant teachers. This network provides advice and support. It also advances immigrant teacher issues within the wider union.



Advice and guidance

For further advice consult your local PPTA office.

Auckland

4 Western Springs Road, Morningside
P O Box 52 006, Auckland 1352
ph (09) 815 8610 fax (09) 815 8612
email: auckland@ppta.org.nz

Hamilton

Level 1, ANZ Building, 650 Te Rapa Rd, Te Rapa
P O Box 20 294, Hamilton 3241
ph (07) 849 0168 fax (07) 849 1794
email: hamilton@ppta.org.nz

Palmerston North

Level 2, Guardian House, cnr The Square and Main Street
P O Box 168, Palmerston North 4440
ph (06) 358 4036 fax (06) 358 4055
email: palmerston@ppta.org.nz

Christchurch

Latimer View House, 215 Gloucester Street
P O Box 13-005, Christchurch 8141
ph (03) 366 6524 fax (03) 379 4011
email: christchurch@ppta.org.nz

Dunedin

Level 1, Queens Garden Court, 3 Crawford Street
P O Box 1561, Dunedin 9054
ph (03) 477 1311 fax (03) 477 1804
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This pamphlet has been produced by NZPPTA / Te Wehengarua and provides the association's contractual interpretation. Nevertheless, it is not a substitute for the collective agreement and should be read in conjunction with the relevant clauses of the appropriate collective agreement.

Pamphlets in this guide series include:

- Beginning teachers
- Community education
- Employment relations problems/Personal grievances
- Guidance for teachers in their relationships with students
- Guidance for teachers working with Pacific students in secondary schools
- Guidance for teachers working with Māori students
- Introducing Te Huarahi Māori Motuhake
- Making schools safe for people of every sexuality
- Meeting procedure
- Overseas teachers
- Parental leave
- Part-time teachers
- PPTA support service
- Sick leave
- Teacher competence
- Teacher conduct and discipline
- Teachers' salary guide: Area schools
- Teachers' salary guide: Secondary schools
- The staff representative on the board of trustees

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