



September 2016

Dear team leader applicant,

Thank you for your interest in a team leader / teaching position at Carterton School starting in 2017.

Please find enclosed / attached the following items:

- Application Form (to include details of 3 referees)
- Classroom teacher job description.
- Team leader specific areas of responsibility.
- Time line for appointment.
- Carterton School current charter and strategic plan.
- Carterton School 2016 Annual Plan overview.
- Description of Carterton and Carterton School.

The position starts Term 1 2017.

Applications must be on the application form.

As well as the completed application form your application should include a covering letter and any Curriculum Vitae material you wish to submit. Ensure you have included certified copies of your current Teacher Registration status and Teacher Training Certificates.

Your C.V. material will only be returned to you at the completion of the appointment process if you enclose a stamped addressed envelope large enough to hold your C.V. material.

Applications for the position close at Carterton School **9am Monday 17 October**.

Please endorse your application with the words "**Job Application**".

Yours sincerely

Alison Woollard

Principal

(For Appointments Committee)