



Rape Prevention Education (RPE) is a non-profit organisation providing education, advocacy and information on sexual violence prevention in Aotearoa/New Zealand communities and is committed to working in partnership with Tangata Whenua.

RPE is currently seeking casual educators to join our diverse team to deliver education programmes throughout Auckland. These programmes are delivered to secondary schools, alternative education centres, community groups and organisations.

We want to hear from you if:

- You are comfortable talking about sex, relationships & preventing sexual violence.
- You have outstanding group facilitation skills
- You have experience in the social service, education, or health sector
- You are currently working towards or have a tertiary qualification in community development, public health, social services or social sciences.
- You have experience working within Māori/Pacific communities
- You have excellent communication skills

To apply please send in your CV and cover letter with application form by 5.00pm,

1st May 2016 to:

info@rpe.org.nz

www.rpe.org.nz





Job Description

Rape Prevention Education, Aotearoa (RPE) Rape Crisis Auckland Inc

Grey Lynn

Position: Youth Programmes Educator (Contract/As required)

Reports To: Programmes Manager

Purpose

The RPE Youth Programmes Educator makes an important contribution to the objectives of RPE by delivering and contributing to the ongoing development of its core youth education programme BodySafe.

The Youth Programmes Educator co-facilitates youth programme workshops and ensures that programme delivery is of a high standard and that the requirements of the relevant funding contracts are met.

In addition to delivery, the role requires engagement within the dynamic youth education team including full participation in regular supervision, training, networking and development sessions as required.

Functional Relationships

1. Programme Manager
2. Youth Programmes Co-ordinator
4. Youth Programme contract educators

Key Areas of Contribution

1. Education
2. Client Contact
3. Training & Development
4. Supervision
5. Networking
6. General Duties

Key Performance Areas

1. Education

- Deliver programme workshops as scheduled by coordinator and directed by the Youth Team manager
- Adhere to current content delivery as outlined by Youth Team staff within development and training sessions.
- Marketing the programmes through school and community group networks. Ensure in-class evaluation of programmes is completed and forms returned to coordinator as scheduled.

Ensure appropriate resources and materials are prepared and brought to workshops.

2. Client Contact

- Adhere to RPE policies and procedures when delivering workshops and working with clients.
- In the event of a student disclosure or request for support, ensure that incident is recorded and followed up.
- Always maintain professionalism and exercise the values outlined by RPE.

3. Training & Development

- Attend and actively contribute to professional development and training sessions as scheduled.
- Respond to constructive feedback received through in-class observations and performance reviews.
- Attend and actively contribute to BodySafe Programme development sessions as scheduled.

4. Supervision

- Attend and prepare for internal, external and group supervision sessions as required and scheduled by the Youth Team Manager.
- Adhere to relevant supervision contracts agreed upon by the educator and the supervisor.

5. Networking

- Promote and discuss the Youth education Programmes (and RPE's other relevant programmes and services).
- Maintain and create networking relationships with other relevant agencies, individuals and services.

6. General Duties

- Recording relevant class information as directed by Youth Team Management for evaluation and reporting.

Professional Attributes

- Good verbal communication skills
- Well organised
- Proactive, i.e. takes initiative and follows through to complete tasks
- Enjoys and is effective in a team setting
- Is experienced in the area of education and training
- Has a passion for, and experience in prevention of sexual violence with youth

Signed: _____ (Educator)

Signed: _____ Operations Manager

Date: _____

Application Form

Youth Team Educator

Rape Prevention Education Whakatu Mauri (RPE)

Note: The completion of this form does not indicate that there is any obligation on the Company to engage the applicant.

Date of Application:

Surname	
Given Names	
Other Names Used	
Date Of Birth	
Home Address (Number & Street)	
Suburb and Town	
Home Phone Number	
Mobile Number	
Email Address	

Are you currently employed elsewhere?

Yes / No

If yes is that employment:

Part-Time / Full-Time

Do you have a current drivers licence (Full)?

Yes / No

Drivers licence number _____

Have you been convicted of a criminal offence or are you awaiting any hearings?

Yes / No

Application Form

Youth Team Educator

Rape Prevention Education Whakatu Mauri (RPE)

LEGAL WORK STATUS

As:

Are you legally entitled to work in New Zealand?

Yes/No

A New Zealand Citizen

Yes/No

A permanent resident

Yes/No

A holder of a current work visa

Yes/No

MEDICAL ⁱ

Do you have any health related issues that may impact on your ability to perform the tasks listed in the Job Description for job that you are applying for? ⁱⁱ

If yes, please detail:

The Educator Role:

What experience do you have working with young people?

What experience do you have in group facilitation or education?

Application Form

Youth Team Educator

Rape Prevention Education Whakatu Mauri (RPE)

What do you know about sexual violence?

What values and skills do you think are important when working with young people?

How does the Treaty of Waitangi influence the way you work?

Application Form

Youth Team Educator

Rape Prevention Education Whakatu Mauri (RPE)

What experience do you have working with diverse groups of young people?

Are you comfortable talking with young people about positive sexuality and relationships?

Signed: _____

Date: _____

i The Human Rights Commission has suggested that "job applicants be questioned only about their ability to perform the tasks relating to the job they are applying for" [i.e. that they have the necessary skills etc.]. If medical fitness is a concern then any questions asked should relate to the applicant's ability to fulfil the role being applied for. Rarely should medical examinations be considered before employment has been offered; however offers of employment can be made subject to a medical examination. Refer to the **a-z guides on Medical Examinations and Discrimination in Employment**, for more information.

ii The tasks, particularly those that may involve an identified hazard, should be stated in the Job Description.