

**INFORMATION ON THE POST OF
EDUCATION OFFICER
PITCAIRN ISLAND
JUNE 2008**

(In these notes the word “Governor” refers to the non-resident Governor of Pitcairn, Henderson, Ducie and Oeno Islands who co-jointly holds the post of British High Commissioner to New Zealand.)

A GENERAL

1. The Education Officer is sole teacher in charge of the Government School, which is the only school on Pitcairn Island, and is responsible to the Pitcairn Island Council and to the Governor (through the Commissioner) for the proper discharge of his or her duties. The responsibilities of the Island Council in the management of the school are established by Part 1 of the School Rules.
2. Education is compulsory between the ages of 5 and 15 years. There is a minimum five-hour school day (exclusive of recesses) and school must be held on at least 380 half days a year. Assessment of the pupils’ progress should be made regularly by the Education Officer and external examinations for secondary students, may be arranged with the approval of the Governor who may also prescribe for inspection. Reporting to parents at the end of each term, on the progress of children, is a requirement. It is the practice to follow the New Zealand National Curriculum. Secondary education is conducted by arrangement with the Correspondence School, Wellington. Preference may be given to applicants who have taught over a wide range of classes including Junior School.
3. This joint post offers a challenging opportunity to a versatile individual or couple whose interests embrace not only school teaching but also general and social community education and development. The Island has a population of approximately 45; it has an area of about 5km² and is situated roughly half-way between Auckland and Panama in the north of the sub-tropical belt, with a generally amenable climate throughout the year and soil of great fertility.
4. The appointment will commence early in 2009, with the successful applicant required to leave New Zealand in or around February 2009, depending on the availability of shipping.

B APPOINTMENT

5. a) The position will be advertised in the Education Gazette and any other publications deemed necessary.
- b) The Commissioner for Pitcairn together with the Honorary Educational Adviser to the administration will interview short-listed applicants and their spouses and recommend an appointee to the Governor.

5 Cont'd

- c) The appointment of any teacher shall be subject to medical clearance for the appointee and family if applicable.
- d) The appointment will be for a term of two years, but may be renewed (for two years) or extended (for one year) on application to the Governor.
- e) A teacher appointed to Pitcairn Island shall inform the Commissioner for Pitcairn, in writing not less than six months before the end of the contract period of whether or not he/she wishes to renew or extend the appointment for a further period. If he/she does wish, the Commissioner shall inform the teacher as soon as possible and not less than five months before the end of the current period of appointment, whether or not the Governor of Pitcairn is willing to so renew or extend the term of appointment.
- f) Every renewal or extension of a teacher's term of appointment shall be for a further one year period.

C **SALARIES AND ALLOWANCES**

- 6. The salary scale is New Zealand U2 Principal; the present expatriate allowance is NZ\$1228p.a. All salaries and allowances paid on Pitcairn are presently tax free.
- 7. A teacher appointed to Pitcairn shall be paid full salary from the date of departure from New Zealand for Pitcairn Island and until the eighth day following departure from Pitcairn Island at the conclusion of the period of appointment, renewal or extension.

D **TRANSPORT**

- 8. On first appointment a teacher will be eligible to receive from the Government of Pitcairn or from its agents in New Zealand:
 - a) The cost of economy class fares for the appointee and spouse from place of residence in New Zealand at the time of appointment to the port of embarkation in New Zealand, provided that travel is by the shortest route;
 - b) Free economy class passage by sea for the appointee and spouse between the port of embarkation in New Zealand and Pitcairn Island;

8 Cont'd

- c) Expenses reasonably incurred by the appointee when travelling from place of residence in New Zealand to Pitcairn Island to the following extent:
 - i following the submission of three quotes, the full cost of freighting personal effects, by approved transporter, from home in New Zealand, to the port of embarkation. The Pitcairn Island Government will arrange and meet the cost of freight from the port of embarkation to Pitcairn as follows:

Married officer - 5 cubic m
Single officer - 3 cubic m

(the cost of packaging and packing of personal effects will be met by the appointee.)
 - ii necessary storage charges of effects at (i) en route and at ports of embarkation and disembarkation;
 - iii it should be noted that storage costs for furniture and personal effects left in New Zealand are the responsibility of the appointee;
- d) All accommodation expenses necessarily and reasonably incurred when travelling in New Zealand between place of appointment and port of embarkation, provided that the period for which such expenses are claimed shall not exceed 4 days, except where unavoidable delays occur in embarkation.
- e) The cost of passports and the full cost of obtaining certificates of medical fitness.

9. Every New Zealand teacher entering the service of the Government of Pitcairn shall enter into an agreement to refund the cost of all passages and the amount of all other expenses mentioned in the preceding paragraph, in case such teacher shall not complete his period of appointment on Pitcairn Island. The Governor may in special circumstances waive, wholly or in part, any claim to such refund.

If the failure to complete the period of appointment is brought about by a teacher's own ill health, necessitating return to New Zealand and not attributable to his or her own wilful neglect or misconduct, any claim to such refund will be wholly waived. In other cases the circumstances surrounding the failure to complete the period of appointment will be considered on their merits and the decision of the Governor in relation thereto shall be final.

10. On completion of a period of appointment a teacher who is not renewing or extending the term of appointment will be eligible to receive from the Government of Pitcairn:
- a) Free economy class passages for appointee and spouse between Pitcairn Island and the port of entry in New Zealand;
 - b) The cost of economy class fares for appointee and spouse between Pitcairn Island and the port of entry in New Zealand;
 - c) The cost of economy class fares for appointee and spouse from the port of entry to any place in New Zealand nominated by the teacher provided that the cost of such fares does not exceed that from the port of entry to the place from which the teacher was originally appointed, together with incidental travel expenses necessarily and reasonably incurred;
 - d) Upon the officer satisfactorily completing the period of the agreement, the cost of the freighting of personal effects, as provided for under 9c (i);
 - e) All accommodation expenses necessarily and reasonably incurred when travelling in New Zealand between the port of entry and destination, provided that the period for which such expenses are claimed in New Zealand shall not exceed four days.
11. All claims for refunds exceeding \$5.00 shall as far as possible be supported by receipts.

E SUPERANNUATION

12. The Government of Pitcairn Island will meet such personal superannuation contributions as may be agreed with the New Zealand Government Superannuation Fund Authority.

F MEDICAL ATTENTION AND SICK LEAVE

13. When a teacher falls ill and is unable to perform his/her duties the Commissioner of Pitcairn must be informed immediately. In the event of the teacher being absent from duty for more than 48 hours, a medical certificate must be submitted, failing which the teacher will be considered as being absent without leave unless in a place where such a certificate cannot be obtained.

Provided that sickness is not occasioned by the teachers' own neglect or misconduct, the teacher will be eligible to be granted 42 days local sick leave on full salary in any 12 month period calculated from the date of appointment. This period may be extended to 84 days on the recommendation of a Government Medical Consultant or a Medical Board. Any sick leave in excess of the approved period will be deducted from any vacation leave and shall be regarded as sick leave and shall be counted as part of the teachers' sick leave entitlement.

- a) Medical care on Pitcairn is provided by a registered doctor or nurse, based on the Island.
- b) Whilst on Pitcairn the appointee and their spouse are entitled to free medical, care, excluding dental, provided that the treatment does not arise from their own indiscretion or negligence.
- c) Normally, medicine and surgical material prescribed by the Medical Officer will be supplied at 50% of the cost of each prescription totalling less than \$100. The full cost of over-the-counter medicine plus any surgical appliances and medical comforts are to be met by the individual concerned.
- d) Operations upon a teacher be preformed by the Medical Officer, will be a half the prescribed rate, provided that the cause did not arise from the teachers' own indiscretion or negligence. Where an operation results from injury directly attributable to a teacher's work, no charge will be made.
- e) Except while on Pitcairn, X-rays will be paid for by the teacher but not in those cases which result from injury directly attributable to a teacher's work, or where the X-ray is ordered by the Medical Officer.
- f) The Government of Pitcairn reserves the right on the advice of a Medical Board appointed by it to terminate the appointment of a teacher who shall be unfit through ill health to serve on Pitcairn and the return passage of the teacher, whose appointment is so terminated together with those of the spouse, shall be provided by the Government of Pitcairn in accordance with paragraph 10 of this agreement, as if he/she had completed his/her term of appointment and any leave to which he/she is entitled shall be granted in proportion to the amount of completed resident service.

In addition the Government of Pitcairn will:

- g) If the appointee or their spouse require medical attention beyond that available on Pitcairn the cost of evacuation and two-thirds of the cost of their hospitalisation and medical treatment, until they reach New Zealand will be met by the Pitcairn Island Government. Providing the date of their return does not fall within the last six months of the officer's tour of duty return passage costs from New Zealand to Pitcairn will also be met by the Pitcairn Island Government.

G **LEAVE**

14. a) The Education Officer, on satisfactory completion of each year's service will be entitled to vacation leave on full salary, at the rate of 30 days for each completed year of service computed from the date of arrival on Pitcairn Island until the date of departure from Pitcairn or the date of the termination of contract whichever is the earlier.
- b) Upon the satisfactory completion of each year of service and the confirmation of a renewed or extended term of appointment up to or exceeding a further one year, the officer and spouse shall be entitled to take leave from Pitcairn Island, as per the entitlement set out above in 14a.

This leave is to be taken within the summer school recess and to be the equivalent of an economy return trip to New Zealand. Costs of the return travel from Pitcairn Island and any necessary accommodation and living costs, to the first disembarkation point in New Zealand will be met by the Government of Pitcairn. Should the officer not complete the extended term of appointment then paragraph 9 of the document will apply.

H **DISCIPLINE**

15. a) If it is represented to the Governor that a teacher has been guilty of misconduct, he may cause an investigation to be made into the matter in such a manner as he may think proper and the teacher shall be entitled to know the whole case made against him/her and shall have adequate opportunity throughout of making his/her defence.
- b) If witnesses are examined the teacher shall be given the opportunity to be present and of putting questions to the witnesses on his/her own behalf and he/she shall be supplied with a copy of any documentary evidence which it is intended to use against him/her. In such circumstances the Governor may at his discretion allow the teacher to be assisted by a member of the New Zealand Educational Institute or the New Zealand Post-Primary Teacher's Association.

15 Cont'd

- c) If, as a result of such investigations, the Governor is satisfied that the teacher has been guilty of misconduct, he may terminate the teacher's appointment and his decision shall be final. The Teacher Registration Board shall be notified of any such decision.

I HOUSE

- 16. a) The Education Officer's house is of timber construction, comprises three bedrooms, living room, kitchen, sunroom/office and bathroom. Fifty yards from the school and thirty feet higher above sea level, it faces north-east across a fairly large lawn. Both the house and the school are connected to the electric power supply of Adamstown which operates for about ten hours a day. There is also an auxiliary 240V AC single phase 7.5KW Lister generator belonging to the school.
- b) Rent is not charged.
- c) Electricity is charged at 60c per unit.

J COMMUNICATIONS, SUPPLIES

- 17. Supply ships to carry stores and mail to and from Pitcairn Island operate approximately every three months, there are also a number of cruise ships which may also stop at the island depending on conditions.

Satellite links provide telephone and Internet services at rates comparable in New Zealand.

K APPLICATIONS

- 18. Application forms are available from the:

Commissioner for Pitcairn Islands
Pitcairn Islands Office
Private Box 105 696
Auckland.

Ph: (09) 366 0186
Fax: (09) 366 0187
Email: admin@pitcairn.gov.pn

Applications close at the above address on 30 September 2008.