CONTENTS

Welcome to New Zealand Tertiary College ........................................ 3
Is a career in early childhood education for me? .......................... 4
What job opportunities are there? ............................................. 5
How do I get there? ........................................................................ 7
Our students share their stories ................................................... 8
Where can I find job opportunities online? ................................ 9
What other support is available? .................................................. 10
WELCOME TO
NEW ZEALAND TERTIARY COLLEGE

Our mission is to empower you with the knowledge, beliefs, skills and attitude that will enable you to achieve your full potential as an early childhood education professional.

With this career guide, we hope to provide you with the information that you need to get a better understanding of the early childhood education profession.

Whether you are new to the profession or looking to upskill with a New Zealand Qualifications Authority approved qualification, NZTC can support you in your studies.

Guided by our core values of Vision, Heart, Competence and Spirit, we are committed to supporting you through your early childhood education studies by providing flexible learning modes, a focus on the practical, and technology supported education.

Welcome to New Zealand Tertiary College – we look forward to getting to know you in your professional journey.

Selena Fox
Chief Executive
IS A CAREER IN EARLY CHILDHOOD EDUCATION FOR ME?

A career in early childhood education is filled with opportunities for you to contribute to children’s learning – from working directly with children as an early childhood teacher, to developing curriculum, to sharing your knowledge with other aspiring early childhood professionals as a lecturer.

REWARDING PROFESSION
Whether working directly or indirectly with children, you’ll find that contributing to the ECE sector is a rewarding experience.

CREATIVE ROLES
Those working in ECE often have the opportunity to be creative in their contribution to children’s learning.

PROFESSIONAL GROWTH OPPORTUNITIES
Once you’ve gained experience working in the New Zealand ECE sector, you can pursue various ECE management roles that give you the opportunity to grow as an ECE professional.

CONTRIBUTE TO CHILDREN’S LEARNING
Play an active part in the development and education of young children.

Early childhood education professionals play a vital role in the development of children, helping to shape young minds as they embark on their learning journey.
Our postgraduate qualifications will enable you to pursue various roles within the early childhood education sector.

**WHAT JOB OPPORTUNITIES ARE THERE?**

1. **TUTOR**
   - Tutors in early childhood education are responsible for teaching a student or a small group of students.
   - In New Zealand, tutors are usually hired by institutions offering qualifications in early childhood education from Level 3 to Level 5.

2. **LECTURER**
   - Lecturers teach qualifications offered by tertiary education providers from Level 5 to Level 7. They usually work at universities, colleges, polytechnics, wānanga (tertiary institution that caters for Māori learning needs) and other tertiary education providers.
   - **WHAT WILL I EARN?**
     - From $48,000 and above per year.
     - Source: CareersNZ (2019).
   - **Please note:** Tertiary education employers often desire teacher certification for teaching positions. In the case of lecturers in programs that lead to teacher certification, visiting lecturers are required to have certification.
   - New Zealand Tertiary College provides graduates with study pathways to attain teacher certification in New Zealand.

3. **RESEARCH ASSISTANT/RESEARCH ANALYST**
   - Research analysts are experts in their specific sector and gather market intelligence, analyse and interpret the results, write reports and make recommendations to clients based on this research.
   - **WHAT WILL I EARN?**
     - From $40,000 and above per year.
     - Source: CareersNZ (2019).
   - **Market Research Analyst**
Corporate Career

Various positions are available in the corporate offices of large early childhood centre chains, such as Kidicorp, Barnados New Zealand, KinderCare Learning Centres, Lollipops Educare and Porse In-Home Childcare.

Out of School Care and Recreation (OSCAR) Roles

OSCAR services are before/after school and school holiday programs for children, usually up to the age of 13 years.

4. Administrator

The main responsibility of an administrator is to oversee all of the activity that goes on within an office, ensuring everything runs smoothly. In an early childhood education context, you’ll most likely carry out this role in a centre. Tasks include managing routine activities, providing clerical and administrative support, and coordinating and implementing office procedures.

What Will I Earn?

Between $36,000 and $55,000 per year.

Source: CareersNZ (2019).
Administration Officer retrieved from www.careers.govt.nz

Other Career Opportunities:

Corporate Career

Trainer

Trainers plan and provide practical training courses for employees of businesses, government or other organisations in subject areas they have experience and expertise in.

ECE Entrepreneur

If you have a keen business sense and leadership and management skills, you might be attracted to the possibility of running your own early childhood education centre or service.
NZTC’s postgraduate qualifications will equip you with the knowledge and skills that you need to be able to pursue the job opportunities discussed on pages 5 and 6.

These New Zealand Qualifications Authority (NZQA) approved qualifications do not include a practical component, making it ideal if you would like to gain a comprehensive, theoretical knowledge of early childhood education and broaden your scope of the field without any practical commitments.

Our flexible modes of learning mean you can pursue this qualification and maintain a balance between your study, work, family and other commitments.

Please note: Many students are permitted to work for up to 20 hours per week while they study, but this work should not be relied upon to cover living costs while studying in New Zealand. Any income earned should only be used as a top-up to the funds presented in the student visa application to Immigration New Zealand.

POSTGRADUATE DIPLOMA IN EDUCATION (EARLY CHILDHOOD EDUCATION)
If you are a degree graduate with an interest in the early childhood sector, this diploma will help to enhance your knowledge in research and leadership in ECE.

WHAT WILL I LEARN?
• Authentic leadership and approaches to leadership
• Research methods in early childhood education
• Communities of learning and engagement
• Diverse perspectives on arts in early childhood education

MASTER OF EARLY CHILDHOOD EDUCATION
This Master’s will advance your scholarship in curriculum, leadership, advocacy and ethics through coursework.

WHAT WILL I LEARN?
• Leadership and management in early childhood education
• Adult teaching philosophies and techniques
• Children and families in early childhood education
• Infants’, toddlers’ and young children’s learning through the arts in a multicultural society

MASTER OF EDUCATION (EARLY CHILDHOOD EDUCATION)
A research-based degree that advances your quality teaching, learning, research and scholarship skills.

WHAT WILL I LEARN?
• Authentic leadership in early childhood education
• Communities of learning and engagement
• Children and families in early childhood education
• Infants’, toddlers’ and young children’s learning through the arts in a multicultural society

PRACTICAL EXPERIENCE
Although it is not a postgraduate program requirement, we recommend that you seek work in a childcare centre as a volunteer, paid reliever or teacher aide to gain experience in the field, which will assist you in your studies and improve your chances of finding full-time employment after graduation.

International students studying a postgraduate level qualification on a student visa are eligible to work part-time up to 20 hours a week during their program of study and full-time (30 hours and above) during study breaks scheduled by NZTC.

Visit www.educationcounts.govt.nz for an up-to-date list of all licensed early childhood centres in New Zealand, or contact the NZTC International Team on international@nztertiarycollege.ac.nz or the Pastoral Support Team on support@nztertiarycollege.ac.nz for a list of licensed early childhood centres in New Zealand.

Get in touch with a recruitment agency that assists with the placement of people for relief work. Refer to page 10 for website listings.

DID YOU KNOW?
94%
*2018 NZTC graduate survey
OUR STUDENTS SHARE THEIR STORIES

Subing Xuan (China)
Postgraduate Diploma in Education (Early Childhood Education)

“NZTC offers a high-quality education, they’ve got incredible staff, and the Blended Learning mode is very flexible. It’s allowed me to manage my family duties, study and work well. I got a job at a kindergarten. The manager knew I was from NZTC, and she was very impressed because she’s previously employed students from our college who are excellent teachers. She understood that we have a Blended Learning mode, which means I can be really flexible with study and work. That’s why I was hired!”

Teena Thomas (India)
Postgraduate Diploma in Education (Early Childhood Education)

“Being an early childhood educator is my dream profession. It definitely adds spice to my life and career as a teacher. I was searching to have a foreign experience in the area of early childhood education and I discovered through my thorough research of NZTC that my ideologies and the suitable opportunities available aligned at the college, especially the Christchurch Campus. This motivated me to pursue a move to New Zealand to study at NZTC.”

Kethmini Liyanage (Sri Lanka)
Postgraduate Diploma in Education (Early Childhood Education)

“NZTC is one of the best places to study early childhood education. I think the lecturers are very caring. They motivate us, support us and they are very inspiring. Also Blended Learning allows flexibility. When I first began it was a challenge because I didn’t have much exposure to Blended Learning but we were assisted by the college and now it is another skill that I have developed.”
WHERE CAN I FIND JOB OPPORTUNITIES ONLINE?

There is no central staffing agency or government department responsible for staff placement in the early childhood education sector. You can apply directly to the employer, or find work through the Ministry of Education’s preferred teacher recruitment agencies, which offer free recruitment services.

1. WEBSITES FOR EDUCATION AND TEACHING JOBS:
   - **Education Personnel**
     Provides daily relief, fixed term, contract and permanent recruitment services for early childhood centres, primary and secondary schools. www.edperson.co.nz.
   - **TeachNZ website**
   - **KiwiOz Nannies**
     A company that fills nanny vacancies in Auckland and Wellington. www.kiwioznannies.co.nz.
   - **NZ Education Gazette**
   - **Randstad Education**
     A recruitment agency specialising in education vacancies. www.randstad.co.nz.
   - **Preschool Staffing Solutions**
     A specialist recruitment company providing both temporary and permanent staff to early childhood centres, afterschool programmes and holiday programmes throughout New Zealand. www.preschoolstaffingsolutions.co.nz.

2. WEBSITES FOR VOLUNTEER JOBS:
   - **Barnardos NZ**
     A New Zealand organisation offering opportunities to work as a volunteer helping children in need. www.barnardos.org.nz.
   - **VolunteerNet**
     A free, online interactive tool that matches volunteers with short-term, event-based volunteer opportunities. www.volunteernet.org.nz.
   - **Volunteer Now**
     Provides information about volunteering in New Zealand, including details of local volunteer centres and jobs available. www.volunteernow.org.nz.
   - **Volunteering New Zealand**
     An association of volunteer centres and national and other organisations with a commitment to volunteering. www.volunteeringnz.org.nz.

3. GENERAL WEBSITES:
   - **Carefinder**
     Register for jobs in childcare, elderly care and more. www.carefinder.co.nz.
   - **New Kiwis**
     A free employment service to migrant job seekers and New Zealand employers. www.newkiwis.co.nz.
   - **Seek**
     An extensive list of job vacancies from a range of employers across New Zealand and Australia. www.seek.co.nz.
   - **Student Job Search**
     Connects tertiary students with one-off, casual and part-time work opportunities. www.sjs.co.nz.
   - **TradeMe Jobs**
     Job vacancies advertised on TradeMe – an online marketplace and classified advertising platform in New Zealand. www.trademe.co.nz.
   - **Kelly Services**
     Browse temporary, part-time, and permanent jobs on offer through this agency. www.kellyservices.co.nz.
   - **Kinetic Recruitment**
     Delivers recruitment, career advice and management services to a range of employers. www.kinetic.co.nz.
NZTC’s International Team and Pastoral Support Team are always on hand to assist you with any queries that you may have. However, if you need additional support or information, the following organisations are available to help:

### IMMIGRATION NEW ZEALAND WEBSITES

**NZ STUDY WORK**
This website outlines the rights and responsibilities at work for international students and New Zealand employers. It provides links to more detailed information. [www.nzstudywork.com](http://www.nzstudywork.com).

**WORK TALK**
Designed to help improve communication between New Zealand employers or managers and new migrants/international students, the website explains how New Zealanders communicate at work. [worktalk.immigration.govt.nz](http://worktalk.immigration.govt.nz).

**CITIZENS ADVICE BUREAU (CAB)**
The CAB has become a place of essential community service where the general public can go to know their rights and obligations as well as how to best use this information. The CAB provides general and specialist advice free of charge. [www.cab.org.nz](http://www.cab.org.nz).

### AUCKLAND REGIONAL MIGRANT SERVICES (ARMS)

ARMS is a specialist settlement support agency that provides targeted programs for skilled migrants, international students, other work visa holders, former refugees and their families. [www.settlement.org.nz](http://www.settlement.org.nz).

### CAREERS NEW ZEALAND

Careers New Zealand is the leading government careers support agency for all New Zealanders needing information, advice and support to make life defining decisions. Careers New Zealand offers expert, free advice and support to help New Zealanders make smart, well-informed decisions about their careers. [www.careers.govt.nz](http://www.careers.govt.nz).

### CHRISTCHURCH EDUCATED

A group of education providers based in the city of Christchurch and the Canterbury region whose aim is to create an education and living experience for students that is positive and life-changing. [www.christchurcheducation.co.nz](http://www.christchurcheducation.co.nz).

### NAUMAI NZ

Education New Zealand created this tool to provide international students with useful information about visas, immigration and navigating life in New Zealand. [www.naumainz.studyinnewzealand.govt.nz](http://www.naumainz.studyinnewzealand.govt.nz).

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**WHAT OTHER SUPPORT IS AVAILABLE?**
AUCKLAND
+64 9 520 4000
New Zealand Tertiary College
Level 2
1 Marewa Road
Greenlane
Auckland 1051
New Zealand

CHRISTCHURCH
+64 3 366 8000
New Zealand Tertiary College
Unit 12 & 13
114 Sawyers Arms Road
Papanui
Christchurch 8052
New Zealand

www.nztertiarycollege.ac.nz