



OVERSEAS-TRAINED TEACHERS WEBINAR

TUESDAY 18 FEB, 2025 @ 4.30 PM

Karakia Tuwhera

E tū, e tū, te Mauri e
Nō runga, no Rangi, Ranginui e

Arise and invoke life, energy and vitality of the upper echelons of Ranginui

E tū, e tū, te Mauri e
No raro, no Papa, Papatūānuku e

Arise and invoke life, energy and vitality of the lower sanctum of Papatūānuku

E tū, e tū, te Mauri e
Hei oranga mo ngā tāngata nei

Arise and invoke life, energy and vitality for continual sustainment and wellbeing of Te Ira Tangata

Haumi e! Hui e! **Taiki e!**

We are united.

Introductions – PPTA Staff



Emir Hodzic

Field Officer in Dunedin
(portfolio includes
Overseas Trained
Teachers)



Rachel Burnett

Field Officer in
Palmerston North
(portfolio includes NET
and student teachers)



Nat Jump

Advisory Officer in
Wellington
(portfolio includes
NET and OTTs)



Adele Scott

Advisory Officer in
Wellington
(portfolio includes
Curriculum and Initial
Teacher Education)

Agenda

1	PPTA and the Network of Establishing Teachers (NET)
2	Overseas-trained Teacher Time Allowance
3	Registration and Certification
4	Salary Assessments, EdPay, and the Overseas Relocation Grant
5	Where to go for Curriculum, NCEA, and PD support
6	Key Contacts – who can help?
7	Time for questions

1. PPTA and the Network of Establishing Teachers (NET)



What is the PPTA?

- 20,000+ members in state secondary schools.
- This includes teachers, principals, and community educators/instructors
- Professional body and trade union
- Key benefits for members:-
 - Collective Agreements
 - Professional and legal advice
 - Employment relations education
 - Professional networks and development
 - Advocacy and policy in the education sector
 - Other member discounts



PPTA Structure

Branch

- Over 20 000 members in 564 branches
- Each branch is autonomous
- Each branch is led by elected officials, usually a branch committee
- Branches receive funds from their region



Region

- Branches are divided into 24 regions
- Each region is autonomous and led by elected officials; a chairperson, secretary, treasurer, women's coordinator and te reo a rohe representative
- Each region receives funds to support its activities, networks and branch's.



Conference

- The PPTA annual conference is the supreme policy making body of the association
- The conference meets annually
- Conference delegates are elected regionally



Executive

- The national executive is made up of representatives from the regions, plus Māori and Pasifika representatives
- Executive is in charge of implementing the policy that has been decided by the conference
- Te Huarahi Māori Motuhake is the national body for Māori members



How PPTA works

ORGANISATION (Members)

- **Executive** contains elected representatives from each region.
- The **President** is elected annually and takes leave from school to be a full-time member representative.
- **Te Huarahi Māori Motuhake** is an elected body of Māori representatives. They are the decision-making body for matters concerning Māori.
- *All of these representatives are teachers.*

STAFF (Employees)

- **Field Officers** provide members with employment relations support and collective agreement support.
- **Advisory Officers** advise on policy creation and advocacy of policy with groups such as the Ministry, Teaching Council, and NZQA, and coordinate nationwide work such as the NET.
- **General Secretary** oversees the management of the running of PPTA.

Our Constitution

PPTA activity is guided by a **constitution** with the following objectives:

- To **advance the cause of education** generally and of all phases of secondary and technical education in particular.
- To **uphold and maintain the just claims** of its members individually and collectively.
- To **affirm and advance** Te Tiriti O Waitangi.



Network of Establishing Teachers

- This is a network of teachers who are in their first 10 years of teaching in New Zealand.
- This include trainee teachers, provisionally-certificated teachers, and overseas-trained teachers.
- The goal of NET is to provide a support network, nurture activism, and grow union involvement.
- The NET Committee* is the “steering” group of the network. This is made up of 8 PPTA members from around the country.



2. Overseas- Trained Teachers' Time Allowance



Collective Agreement clauses

Secondary Teachers' Collective Agreement, clause 3.8C

3.8C.1 Boards that employ an overseas trained teacher, are entitled to receive an Overseas Teacher Time Allowance of an additional 0.1 FTTE for two terms provided that the teacher meets the criteria outlined in 3.8C.2. The allowance may be applied for by the board at any time within the first 12 months of an overseas teacher's employment.

3.8C.2 For the school to receive an Overseas Teacher Time Allowance, the employed teacher must:

- (a) be an overseas trained teacher whose qualification(s) are recognised for New Zealand teacher registration; and
- (b) be appointed to their first teaching position in a New Zealand state or state integrated school; and
- (c) have completed less than 40 weeks teaching in a New Zealand state or state integrated school; and
- (d) be fully employed from within the school's staffing entitlement i.e. Teacher Salaries; and
- (e) be employed full-time, i.e. 1.00 full-time teacher equivalent (FTTE); and
- (f) be appointed to a position for a minimum of two terms; and
- (g) not be eligible for the Beginning Teacher Time Allowance generated under 3.8 of this agreement.



Collective Agreement clauses cont'd

3.8C.3 A board may not receive the Overseas Teacher Time Allowance for a teacher who is receiving or has received the Beginning Teacher Time Allowance.

3.8C.4 The employer is to ensure that discussion occurs with the overseas teacher on how the allowance may be utilised to assist in providing professional advice and guidance to the teacher.

This clause is the same in the [Area School Teachers' Collective Agreement](#) (clause 2.18)

What do these clauses mean?

- 0.1 FTTE time allowance for two terms
 - = 2.5 extra non-contact hours per week for two terms
- This time allowance is on top of your ordinary non-contact time (on top of your 5 hours of non-contact if you are a full-time teacher)
- Your **school needs to apply** for this allowance (it's not automatic)
- It needs to be applied for within your first year of teaching in NZ
- You and your employer decide together how this time should be used (e.g. mentoring, observing other teachers, meeting with other OTTs, undertaking a professional development course)

Eligibility for the OTT Time Allowance

- You can't get this time allowance if:
 - You are a beginning teacher already getting an additional time allowance (5 extra hours in your first year of teaching, 2.5 extra hours in your second year of teaching)
 - You have already taught in NZ before, except for casual relief.
 - You have been teaching for more than a year in NZ
 - The Board is paying for your position (not the Ministry of Education)
 - This is not your first teaching position (not including previous casual relief)
 - You are part-time
 - You are on a fixed-term agreement for less than two terms
- *If you are eligible for this time allowance, ask your principal to apply for it (there is an [application form](#) on the MoE website)*

3. Registration and certification



Registration vs Certification

- **Registration** shows you are qualified, competent and fit for teaching. Registration alone doesn't allow you to lawfully work as a teacher. You also need a current practising certificate.
- A **practising certificate** (certification) shows you have recent teaching experience or equivalent, have participated in professional development, and that you are of good character and fit to be a teacher (including a Police vet).
- Both of these are administered by the [Teaching Council of Aotearoa New Zealand](#).



*we'll refer back to equivalent qualifications in the next agenda item

Registration

- Registration means that you're eligible to teach in NZ, and you meet these four requirements:

**You are
qualified/trained***

(have a NZ teaching
qualification or an
overseas equivalent)

**You have been
police vetted**

**You are mentally
and physically
capable of
teaching**

**You meet
language
competency
requirements**

- You must be registered in order to become certificated.
- Being registered means that you are paid on the trained salary scale and can be permanently employed
 - If you can't be registered, you will need to apply for a Limited Authority to Teach – you will be paid on the untrained salary scale and you cannot be permanently employed.
 - Usually the reason that an overseas trained teacher can't be registered is that their teaching qualification is not seen as equivalent to NZ teaching qualifications

*we'll refer back to equivalent qualifications in the next agenda item

New Zealand trained teacher

Provisionally certified for first 2 years of teaching

Can access **beginning teacher time allowance** for first 2 years

- 5 hours per week in first year, 2.5 hours per week in second year
- Mentor also provided with time to mentor you
- Automatic (school doesn't have to apply)

Overseas trained teacher

Provisionally certified for one or two years, no matter how long you've been teaching*

Can only access **beginning teacher time allowance** if in first 2 years of teaching (i.e. have taught overseas for less than two years)

OR

Can access **overseas trained teacher time allowance** for 2 terms in first year of NZ teaching

- 2.5 hours per week for 2 terms
- Mentor not provided with time to mentor you
- Not automatic (school needs to apply for this)

NOTE: Teachers with Limited Authorities to Teach (not registered) cannot access either of these allowances

Applying for certification

- All overseas trained teachers are ***provisionally certified*** when they first start teaching in NZ.
- You may be able to apply for ***full certification*** after one year if you can [provide evidence](#) of having undertaken mentoring and induction overseas
- If you are not able to meet the requirements of full certification within the first one or two years, you have your provisional certificate for three years before you need to renew it or apply for full certification

Requirements for full certification

- Evidence of meeting the 6 teaching standards (sometimes called a 'portfolio') - this is signed off by your principal, who often consults with your HoD or mentor before signing off
- Taught for 8 terms at above 0.5FTTE (10 contact hours per week)
- Completed mentoring and induction for 2 years (overseas and/or in NZ)

More information can be found on the Teaching Council website [here](#)



3. Salary Assessment and EdPay



Salary assessments

When should you apply for a salary assessment?

- When you first start teaching in NZ
- If you gain any additional qualifications during your time teaching
- If you become aware of any **relevant service or qualifications** that you didn't include in your original application (but only if this is going to make a difference to your salary!)

How do you apply for a salary assessment?

- Using the [online EdPay portal](#)
- You will need your **Education Sector Logon** for this – your payroll administrator or SLT should be able to provide you with this. This is not the same as your MoE number or Kamar/school login.

Documentation for salary assessments

(here is a link: [EdPay website](#))

- Teacher registration number (this is why you can't start a salary assessment before you've been registered by the Teaching Council)
- Any overseas teacher registration number that you have
- Ministry of Education number (7 digits used to open your payslip)
- Inland Revenue Department (IRD) number
- Email addresses of your school's principal and payroll administrator (sometimes called "bursar", "business manager", "finance officer")
- Qualifications documents
- Relevant experience documents

Evidence of qualifications

These are any documents from your University / College / tertiary study (e.g. degrees, certificates, transcripts).

They must include:

- the name of your degree/qualification,
- when you graduated, and
- the University/College/institution you graduated from

Your qualification will need to be assessed by NZQA to find out what it matches to in terms of NZ qualifications when you apply to the Teaching Council for registration.



NZQA qualifications assessment

- Recent changes at NZQA now require **all** OTTs to apply for an [International Qualification Assessment \(IQA\) for Teachers](#) when they are applying for their Teacher Registration.
- This process costs \$746
- There is no longer a “pre-approved qualifications” list.
- The IQA is an online form and you will need to provide:
 - Your award certificate (degree)
 - Your transcript or academic record with details of each year of study (subject names and grades/marks). If you don't have one, you could provide a syllabus (programme of study) for the qualification that you completed.
 - Identifying information (passport)
 - *These documents will need to be very clear and in colour – there is information about the specific requirements for acceptable documents on the NZQA website*



Evidence of relevant experience

You will need to provide **statements of service** for relevant experience:

- On official letterhead from the employer
- Details about your role (your full name, a brief description of what your job involved)
- Details of your employment (start and finish dates, number of hours worked)
- If your original documents are not in English, you must provide an English translation by a recognised official translation service.

If you can't get a statement of service (e.g. because your employing company doesn't exist anymore), you will need to get **two pieces of evidence** that combine together to cover the above information.

For example; Accounting/tax information, bank statements, Pay slips, or a letter of offer or contract.

Relevant previous experience – what counts?

Full credit – 1 year's credit for 1 years' experience

- Teaching in an overseas **state** school (from the date that you are deemed qualified as a teacher by your IQA)

Half credit – 1 year's credit for 2 years' experience

- Relevant work experience after you achieved a qualification at Level 5 or above (certificate/diploma) according to NZQA

Third credit – 1 year's credit for 3 years' experience

- Relevant work experience after you achieved a qualification at Level 4 or above (generally equivalent to a one year course of study after high school)
- Relevant work experience with no qualifications higher than high school *but you can only be recognised for up to 6 years of this unqualified work experience*

What is “relevant”?

The closer to teaching, the better:

- Tutoring
- Coaching
- Mentoring
- Counselling or social work
- Working in your subject area

(e.g. as a lab technician if you are a Science teacher, as a film producer if you are a Media Studies teacher, as an archivist if you are a History teacher etc)



Salary Scale

Step	Qualification Group Notations	Rates prior to 3 July 2023	Step	Qualification Group Notations	Rates effective from 3 July 2023	Rates effective from 3 April 2024	Rates effective from 2 December 2024
1	G3E	\$51,358	1	G3E	\$56,757	\$59,027	\$61,329
2		\$53,544					
3	G3+E	\$55,948	2	G3+E	\$59,305	\$61,678	\$64,083
4	G4E	\$58,133	3	G4E	\$61,621	\$64,086	\$66,586
5	G5E	\$61,794	4	G5E	\$65,502	\$68,122	\$70,779
6		\$65,776	5		\$69,723	\$72,512	\$75,340
7		\$70,040	6		\$74,243	\$77,213	\$80,224
8		\$75,190	7		\$79,702	\$82,890	\$86,123
9		\$79,413	8		\$84,178	\$87,545	\$90,960
10	G3M	\$85,490	9	G3M	\$90,620	\$94,245	\$97,920
11	G3+M, G4M, G5M	\$90,000	10	G3+M, G4M, G5M	\$95,400	\$99,216	\$103,086

Scenario:

- Overseas trained teacher
- IQA states that qualification is not a subject specialist qualification, so they are G3, not G3+
- 6 years of teaching at an overseas state school
- 3 years of student mentoring before they went to University

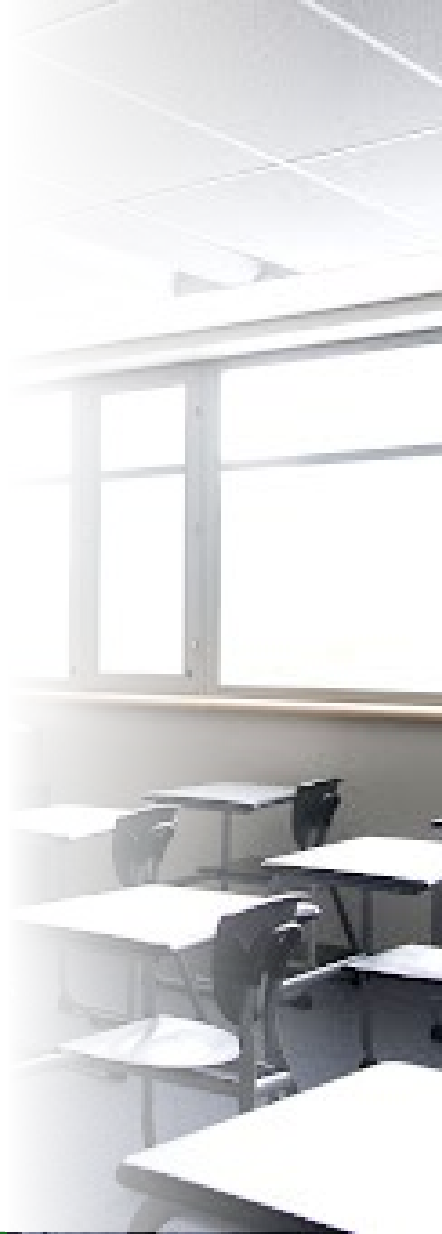
What will they be paid at the beginning of next year?

What will they be paid 2 years later?

Source: <https://www.ppta.org.nz/collective-agreements/secondary-teachers-collective-agreement-stca/part-4-remuneration-your-pay/#sal-scales-4.1>

Working with Education Payroll

- Sometimes called ‘EdPay’ or ‘Novopay’
- You can’t contact them directly
- The best person to work with regarding any payroll queries is the payroll admin/business manager/finance officer at your school. They can contact EdPay on your behalf to ask any questions.
- Check your payslips carefully, including that your PPTA subs are being paid
- Field Officers will be able to help with any questions you have about your payslip if your payroll admin is not able to help
- Field Officers have less direct contact with EdPay than a payroll admin, but we can write to them on your behalf



Overseas Relocation Grant

- Overseas Trained Teachers are entitled to Overseas Relocation Grant, designed to help cover the costs associated with moving to NZ.
- You may be eligible for the grant which covers relocation costs of up to NZD\$10,000.
- The grant can cover or contribute towards a range of relocation costs including registration with the Teaching Council of Aotearoa New Zealand, temporary accommodation in New Zealand, airfares and relocation costs for immediate family members.

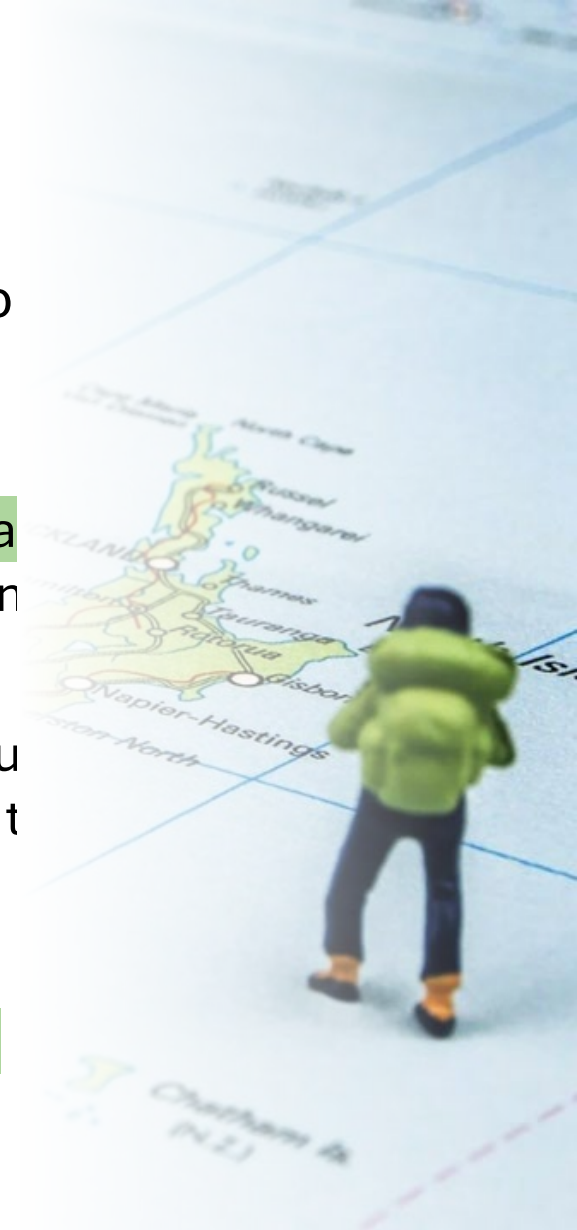


Overseas Relocation Grant Eligibility

To be eligible for the grant you need to be a teacher who has relocated to New Zealand within the last 6 months

and:

- have a valid New Zealand Work or Resident Visa (or be a citizen)
- apply for the grant within 90 days of starting full-time employment in your school or early learning centre
- have not held a teaching role in a New Zealand state or state-integrated school or licensed early learning service for the 12 months prior to your start date.
- be registered with and provisionally certificated by the Teaching Council of Aotearoa New Zealand
- be starting your role between 1 July to 30 June of each calendar year that the grants are available
- have a full-time employment agreement of at least 12 months



Eligible Expenses and Payments

- If your application is approved the amount paid will be the total of all eligible items for which proof of expenditure has been provided.
- The grant is paid in a single instalment, normally within 6 to 8 working weeks after receiving a complete application.
- A list of eligible relocation costs can be found on the New Zealand Inland Revenue site:
<https://www.taxtechnical.ird.govt.nz/determinations/miscellaneous/det-0904-eligible-relocation-expenses>



How to apply

An application form with instructions can be found on the Ministry of Education website:

<https://workforce.education.govt.nz/becoming-teacher-new-zealand/overseas-trained-teachers/overseas-relocation-grant>

- Please make sure to download the application form and save it to your device before completing the form.
- Email your completed application form with a copy of your signed and dated employment agreement, all relevant tax invoices and/or receipts and evidence of your bank account to teacher.supply@education.govt.nz



4. NCEA / Curriculum Support



NCEA / Curriculum Support

There are three key people in your school who can advise and support you when it comes to curriculum and NCEA.

They are:

- Your Head of Department / Learning Area Lead
- Principal's Nominee
- Specialist Classroom Teacher



NCEA / Curriculum Support

- Your school may also have teachers who belong to your **subject association**.
- These are groups/networks of subject-specialists from across the country who **share expertise and resources** relating to teaching and learning in their specific subject.
- Most of these groups are involved in the development of the NZ **curriculum and NCEA** standards.
- **Check with your HOD** about whether your school belongs to a subject association. Costs should be covered by your school.



Source: <https://www.ppta.org.nz/communities/subject-associations/>

NCEA / Curriculum Support

Subject Associations also hold annual or biennial conferences and host subject-specific professional learning and development (PLD) opportunities.

There are grants available to PPTA members to attend subject association PLD.

These will cover costs of attending the conference including fees, travel, and accommodation (up to \$750 per year).

This grant is currently only available until July 2025.



Source: <https://www.ppta.org.nz/pld-fund/grant-to-attend-subject-association-conferences/>

Who can help?

- PPTA Branch representatives (someone in your branch who can help with any employment concerns)
- Your mentor teacher (if one is assigned to you)
- Head of Department or Learning Area Lead
- The Specialist Classroom Teacher (to help with classroom practice, PLD, behaviour management etc)
- Your Principal (responsible for signing off on your salary assessment, your annual attestation, your certification renewal)
- Your PPTA **Field Officer**



What can Field Officers help with?

Salary issues

Competence issues

Certification issues (for PCTs)

Conduct complaints

Timetable

Workload concerns

Sick leave

Health and safety concerns

Appointments/letters of offer

Fixed-term agreements

Connecting with PPTA networks

Relationship issues with employer

Other forms of leave (e.g. bereavement, family, parental)

Contact your Field Officer





Mahi Tika PCT – designed for PCTS and new Overseas-Trained Teachers

- Access advice and guidance programmes that support you to gain full certification.
- Develop an overview of the collective agreement and legislative entitlements and obligations.
- Develop strategies for dealing with common workplace issues.
- Understand the role of PPTA, especially the branch.

Mahi Tika 1 – for all PPTA members

- Gain understanding of PPTA structures and grow participation in decision-making.
- Understanding your collective agreement and learning how to advocate at a branch level for employment rights.
- Using and applying new skills to encourage problem-solving and research tasks within your workplace.

**Mahi Tika 1, 2, and 3 are covered by Employment Relations Education Leave, but Mahi Tika PCT will have to be covered by your school's PLD fund*

Micro-credential Courses

- Free for PPTA members
- All online apart from one face-to-face workshop
- Offered through Te Herenga Waka (Victoria University of Wellington)
- All 3 courses together = 15 points towards a Masters of Teaching
 1. Contemporary secondary teaching approaches for Aotearoa New Zealand
 2. Effective mentoring practices for secondary teachers in Aotearoa
 3. Working collaboratively and building leadership capability



Find out more: <https://www.ppta.org.nz/pld-fund/micro-credential/>

Te Poipoi Kaiako Mentor Support Programme

- For PCTs (including OTTs) and their mentors
- Free to attend
- In-person in 12 different locations across the country
- There are also webinars and recordings of past webinars

Find out more here: https://core-ed.org/en_NZ/professional-learning/support-for-pcts-otts-and-their-mentors/



Workshop agenda

Rārangi take awheawhe

In the morning we will:

- begin with whakawhanaungatanga
- explore 'Our Code, Our Standards'
- delve into the process to move to Tūturu | Full Certification
- learn about supporting our own and others' wellbeing.

After lunch we will collaborate in breakouts in response to what the group would like to focus on, for example:

- effective mentoring practices
- effective professional practice
- time management strategies
- getting the most from release time.

Tuakana-Teina buddy system

- The Establishing Teachers' Committee is planning on establishing a buddy system for overseas trained teachers
- This will likely be rolled out online over the coming year (Term 2-4) to establish a Tuakana contact for new OTTs wanting a contact person.
- As this gets off the ground we will send out information to everyone who has registered to attend these webinars or been part of our initial investigation.



NET-working Online



PPTA NETs (Network of Establishing Teachers)

A private Facebook group open to PPTA NETs members - feel free to ask questions and seek advice.

<https://www.facebook.com/share/eN5VsEH333bGJobo/>

PPTA Members – Standing for Public Education

Private Facebook group open to all PPTA members.



@nzppta

For news and updates. Tag us, and #standingforeducation

<https://www.instagram.com/nzppta/>

Upcoming PPTA Events

ppta.org.nz/events



PPTA
Te Whengarua



**Provisionally Certificated
Teachers' Conference**

7–8 July 2025
Brentwood Hotel
Te Whanganui-a-Tara, Wellington



PPTA NETWORK OF ESTABLISHING TEACHERS

**NET
conference
2025**

APRIL 23-24
TĀMAKI MAKĀURAU

REGISTER NOW

Click the images for registration links!

Karakia whakamutunga

Kua mutu ā mātou mahi

Mō tēnei wā

Manaakitia mai mātou katoa

Ō mātou hoa

Ō mātou whānau

Āio ki te Aorangi

Āio ki te whenua

Tihei Mauri Ora.

Our work has finished

for the time being

Protect us all

Our friends

Our family

Peace to the universe

Peace to the land

Let there be life