

INDIVIDUAL EMPLOYMENT AGREEMENT
SUPPORT STAFF
[EXISTING EMPLOYEES*]

BETWEEN the Board of Trustees (“the Board”) of
..... *[name of school]* (“the Employer”)
a statutory body constituted pursuant to section 93 of the Education Act 1989

AND(the Employee)

The Board continues the employment of *[delete one]* the Employee as a
..... *[job title/work to be performed]*,
working at *[place of work]*, with effect
from the date this agreement has been signed by both signatories (except as provided below) upon and
subject to the terms and conditions contained in this agreement.

Notwithstanding anything to the contrary in the Support Staff in Schools’ Collective Agreement 2007-2009 the effective date of any of its provisions in respect to this agreement shall be from the date this individual employment agreement is signed by the employer and employee but no sooner than 1 July 2008.

The Employee’s hours of work would normally be

The Employee's salary/hourly *[delete one]* rate shall commence under this agreement at
\$.....

The work to be performed by the Employee is set out in the existing/attached *[delete one]* position
description.

The terms and conditions of employment under this agreement are those terms and conditions of the
Support Staff in Schools’ Collective Agreement 2007-2009, with all the necessary modifications
applicable to an individual employment agreement for support staff. However, the increases provided
from 14 January 2009 are not applicable to this agreement. A copy of the collective agreement is
attached (*available at www.minedu.govt.nz/goto/employmentagreements*).

The terms and conditions of employment set out in this agreement replace any previous arrangements
and understandings.

The Employee acknowledges he/she has had a reasonable opportunity to seek independent advice.

SIGNED by (Employee) on *[date]*

SIGNED for and on behalf of the above named Board of Trustees by

..... *[signature]*

..... *[print name and position]*

..... *[date]*

..... *[school number]*

* **Note:** This individual employment agreement is not applicable to a new employee. A ‘new employee’ is herein defined as a support staff employee (as defined in Part 1 of the collective agreement) who is not bound by the collective agreement and was employed after 18 February 2008.