Secondment Opportunity - Teaching Council:

Teaching, Learning and Research (TLR) Associate

1. Background
The Teaching Council is the professional standards body for teaching in Ireland. Its core aim is to promote and regulate the profession of teaching in Ireland. Currently, there are over 90,000 primary, post-primary and further education teachers registered with the Teaching Council.

The Council is currently seeking applications from registered teachers interested in being seconded to a team of associates who will work on a full-time basis to support the Council in its work in Teaching, Learning and Research. The Teaching Council is seeking suitably experienced and qualified people to fill this dynamic role.

All applicants for the role of TLR Associate must meet the following short-listing criteria:

- be qualified, practising teachers/deputy principals/principals
- be fully registered with the Teaching Council
- currently hold a post in a recognised primary or post-primary school or be currently on secondment from such a position
- be secondable in line with Department of Education and Skills Circulars 0011/2002 or 0107/2006

2. Job description

Teaching, Learning and Research Associates will typically carry out a range of the following tasks:

- Design and facilitate workshops, including relevant resources and supporting materials, for teachers and other stakeholders on a range of policy areas including continuing professional development, school placement, Droichead, well-being.
• Support the Teaching Council’s Education Officer and Professional Learning Officer in developing policy advice for Council, including the review of relevant research and policy literature.

• Provide support for the promotion and expansion of the Droichead pilot

• Co-operate, liaise and maintain effective communication with Director and staff of the Teaching Council and, in particular, the Education Officer, the Professional Learning Officer and the staff of the Teaching, Learning and Research section.

• Inform and collaborate as required with other relevant bodies

Flexibility will be required from associates as the duties to be undertaken will vary in accordance with emerging needs and priorities of the Council.

3. Selection Criteria

It is essential that the successful candidate will have a range of knowledge, experience, skills and dispositions as follows:

• An understanding and appreciation of the work and strategic role of the Teaching Council as the professional standards body for teaching and, in particular, its work in promoting innovative, integrated and improved teacher education processes at all stages of the teaching career

• Excellent interpersonal, communication, facilitation and presentation skills.

• Excellent organisational, management and ICT skills.

• A good knowledge of the Irish education system including an awareness of significant issues across the primary, post-primary and further education sectors.

• A good knowledge and understanding of a range of national strategic priority issues across the teacher education continuum, e.g., teacher professional learning, literacy and numeracy, inclusive education, ICT in education, wellbeing, leadership and planning.

• Flexibility to meet the needs of the Council, including a willingness to engage in travel from time to time and periodic out-of-hours work as necessary in line with emerging needs of the Council.

• Capacity to work independently and as part of a team

• Experience in applying innovative learning and teaching approaches in the classroom
In addition, experience and expertise in the following areas would be an advantage:

- The design and facilitation of interactive, engaging and effective workshops with teachers and/or other stakeholders
- Curricular innovation/development
- The organisation, design and/or delivery of continuing professional development (CPD).
- Mentoring and/or coaching in a professional capacity
- Carrying out research, including practitioner-based research and/or research for the purposes of an academic award.
- Teaching through the medium of Irish and fluency in the language

4. Location

- Successful candidates will be seconded to the Teaching Council at its offices in Maynooth Business Campus, Maynooth, Co. Kildare.
- Flexibility may be required from associates to work in a number of regional areas. Successful candidates will be required to have their own means of transport and to possess and retain a full driving licence.
- Public service travel and subsistence rates will apply and will be calculated from the Teaching Council office, or home, as appropriate.

5. Competition

- Secondment to the team will be effective from September 2015. Candidates must be eligible for full-time secondment as per primary circular 0011/2002 or post-primary circular 0107/2006*. The persons appointed will be seconded for an initial period of one school year, subject to satisfactory completion of a three month probationary period, with a possibility of further extensions available in line with DES regulations for secondments.
- Each appointment is subject to the sanction of the Department of Education and Skills. No definitive offer of appointment can be made before sanction is given.
• The secondment contract will provide for an on-going performance management and development process.
• Health, sick leave and general work record must be satisfactory.
• The appointment is subject to Garda Vetting clearance.
• Persons will be appointed on a secondment basis for a term of no more than five years. The five year term will commence as soon as possible after 1st January 2015 and end on 31st August 2020.
• If you are a teacher who is already on secondment then your current service on secondment will be included as part of the five year term above and therefore your five year term may end before 31st August 2019.
• In considering candidates for appointment under this competition, regard may be had to the duration of contract that may be offered to a candidate.
• The person appointed will be seconded for an initial period of one school year, subject to satisfactory completion of a 3 month probationary period.
• A person’s secondment is subject to annual renewal and to Board of Management or Department of Education & Skills approval.
• The contract will provide for on-going performance review
• The successful candidate will be required to work exclusively for the Teaching Council and may not take on other employments for the period of their contract without the appropriate approval.

* If you are unsure as to your eligibility for secondment, please contact Maura Boggs in the Department of Education and Skills by emailing Maura_Boggs@education.gov.ie or Alma_Doyle@education.gov.ie.

6. Conditions of secondment

A seconded teacher will retain his/her current annual leave entitlement.

Hours of attendance will be fixed from time to time but will amount to not less than 43 hours and 15 minutes gross per week (or 37 hours net of rest breaks). Some flexibility with regards to working hours may be required from time to time. The salary for an associate is in accordance with Category 4 (Advisor) as provided for by the 2003 Arbitration Award in respect of teachers on secondment, subject to the conditions outlined below. Remuneration is at all times subject to the relevant DES or Department of Public Expenditure and Reform regulations.
An associate is entitled to all of the following:

- her/his relevant point on the Teachers’ Common Basic Scale, plus
- an honours primary degree allowance, as appropriate
- an honours Higher Diploma in Education allowance, as appropriate
- the standard Category 4 secondment allowance, which is pensionable (see table below)

<table>
<thead>
<tr>
<th>Seconded Category</th>
<th>Position</th>
<th>Teachers’ Common Basic Scale</th>
<th>Honours Degree Allowance</th>
<th>Honours H.D.E Allowance</th>
<th>Standard Secondment Allowance</th>
</tr>
</thead>
<tbody>
<tr>
<td>4 (Advisor level)</td>
<td>Advisor</td>
<td>As Applicable</td>
<td>€4,918 pa @1/1/2010</td>
<td>€1,236 pa @1/1/2010</td>
<td>€10,130 pa @1/1/2010</td>
</tr>
</tbody>
</table>

*Note: Circular 004/2011 refers*

For teachers newly appointed to their teaching post since 01/01/2011 a 10% reduction applies to these allowances as per circular 004/2011.

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</tr>
</thead>
<tbody>
<tr>
<td>4</td>
<td>Advisor</td>
<td>As Applicable</td>
<td>€4,426 pa @1/1/2011</td>
<td>€1,112 pa @1/1/2011</td>
<td>€9,117 pa @1/1/2011</td>
</tr>
</tbody>
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Post of responsibility allowances will not be payable to seconded personnel who are in receipt of the above secondment allowances.
7. Selection Procedure

Selection will be by way of competitive interviews which are expected to take place during the week commencing 27 April 2015. Shortlisting will apply, based on the completed application form.

Applications should be made by submission of a completed application form. This should be submitted in electronic format by 5pm on Thursday 19 March to recruitment@teachingcouncil.ie

Telephone: 01 – 6517924

- Late applications will not be considered.
- A selection committee will be established to carry out all aspects of the selection process.
- It is the responsibility of the candidates to make themselves available for interview, if invited to attend. Candidates should note that it may not be possible to provide an alternative date.
- Those called for interview may be asked to make a five minute presentation to the interview panel.
- A panel may be formed from which future vacancies at associate level may be filled.

8. Release from Present Post

- It is a matter for successful candidates to secure the agreement of their school authorities for release to take up a post for the period concerned.
- Successful candidates will be expected to be available to take up appointment by 1 September.
- Commitment of release from your employer will be required. On receipt of an offer the successful candidate will be asked to seek immediate confirmation from his/her employer (e.g. Chairperson of the Board of Management). This signed statement should indicate that the employer (e.g. Chairperson of the Board of Management) is in a position to release the successful applicant.