

Teaching Posts 2020/2021 Fixed Term/Permanent Information Note/Guidelines

Hansfield ETSS operates under the patronage of Educate Together. It opened in 2014 and is, therefore, a relatively new school. It will cater for circa 750 students (Junior and Senior Cycle) in 2020/2021 and is expected to grow to 1000 students by 2022. Applications for teacher positions that may arise in 2020/2021 are invited from those who are committed to the Educate Together ethos which emphasises four key principles - equality, co-education, learner centred and democratic principles.

The positions below are advertised as Fixed-Term but it may be possible to offer a permanent post. The final employment status and number of hours offered will be dependent on final teacher allocation and approval by the Department of Education and Skills.

Code	Subject	Status/No. of Hours
GUSPHE1	Guidance and SPHE	Fixed-term (22 hours)
MA1	Maths with another subject (including Higher Level at Senior Cycle)	Fixed-term (22 hours)

- Ability to teach more than one subject will be an advantage and is likely to have an impact on the total number of hours offered to successful candidates. Experience of working with a wide range of abilities, special educational needs, English as a second language, guidance initiatives and/or behaviour support initiatives will be an advantage.
- Successful candidates will be required to commit to the following:
 - exploring innovative teaching and learning, including collaborative practice, team teaching, learning through discovery and using ICT as a tool
 - mediating the curriculum through integrated and theme-based learning initiatives
 - promoting school wide ethical education, ethical practice and development education
 - supporting positive behaviour focussing on the principles of restorative practice
 - building the school ethos and culture as framed by the Patron Body - Educate Together.
- Applicants should visit the school website www.hansfieldsecondary.ie. Applicants are also advised to visit the Educate Together website (www.educatetogether.ie) and read the *Educate Together Charter* and *A Blueprint for Educate Together Second-Level Schools* to become familiar with the school ethos and priorities. Other documents at the website will also be relevant.

- Applications should be made by submitting a CV using the template below - all areas and questions should be addressed. Information other than that suggested in the template should not be provided.
- Two written references should be submitted. Guidance on the word count should be observed. The code and subject you are applying for should be entered in the subject line of the email. Applications should be submitted by email only to info@hetss.ie. The closing date for receipt of applications is **Monday, 17th August 2020 (5pm)**.
- Hansfield ETSS is an equal opportunities employer. Canvassing will disqualify. Shortlisting will apply. Shortlisted applicants will be interviewed as soon as possible after the above closing date. Applicants not shortlisted for interview should be advised by email within one month of the closing date. If you do not receive same please feel welcome to email info@hetss.ie for clarification, if you wish.
- Information provided by you (CV and references) will be handled and stored in accordance with current Data Protection legislation. Except for successful candidates, all records from the recruitment process will be permanently destroyed once the recruitment process is completed.
- You must be registered with the Teaching Council for secondary schools in the subjects listed in your CV in order to be appointed to a teaching position. Appointments are subject to Department of Education and Skills teacher allocation and approval.

The Template for the CV is as follows:

- 1. PERSONAL DETAILS** : Name, postal and email addresses, phone number
- 2. TEACHING POSITION/SUBJECT BEING APPLIED FOR** - indicate the code clearly and the subject(s) you are registered with the Teaching Council to teach.
- 3. EDUCATIONAL DETAILS**
 - a) Post-Primary** - provide dates, name of school attended and a summary of Leaving Certificate results
 - b) Third Level (Undergraduate and Post Graduate)** – provide dates, institutions attended, type and level of qualifications awarded and details of subjects
 - c) Continuous Professional Development** - list in-service and/or other professional or training courses you have attended, giving details of dates, duration and the organisation that delivered the course.
 - d) Indicate how the continuous professional development as set out at above will support your suitability for a teaching position at Hansfield ETSS. (100 words maximum)**

4. MEMBERSHIP OF PROFESSIONAL ASSOCIATIONS/NETWORKS - give details of membership of any professional associations /networks in which you are or were involved indicating dates as appropriate and explain its relevance

5. TEACHING AND OTHER RELEVANT EXPERIENCE

- a) List details of all relevant teaching experience (start with the most recent) giving details of dates and employer, indicating whether the position is or was Permanent Whole-time (PWT), Contract of Indefinite Duration (CID) or Fixed-term Part-Time (FT) or Casual Hours (Cas).
- b) List, in brief, other relevant work experience, if applicable – give dates, details of employer, role and duties

6. ACHIEVEMENTS TO DATE - briefly outline the three greatest achievements in your career to date indicating how these are relevant to how you will approach challenges you may face at Hansfield ETSS (150 words maximum).

7. HANSFIELS ETSS

- a) Describe how you understand the Educate Together ethos and stage of development of Hansfield ETSS and how your personal approach to teaching and learning, classroom management and whole-school development will contribute positively to the school (500 words maximum).
- b) Briefly outline your approach to behavior management and give examples (200 words maximum)

8. EXTRA- CURRICULAR INTERESTS

- a) List, with outline dates, key hobbies, interests and extra-curricular activities (social, leisure or community) in which you have been involved and explain their relevance to Hansfield ETSS
- b) What extra-curricular activities will you support at Hansfield ETSS, if appointed?

9. ADDITIONAL RELEVANT INFORMATION (that you deem relevant – 250 words max)

10. REFEREES - include two written references (professional) with this application and provide their contact details below. You are advised to also include details of a third referee. It is recommended, but not essential, that one referee be linked to your current work and/or most recent teaching experience. We reserve the right to contact referees in advance and to seek alternative references during the process.

11. DECLARATIONS - please include the following declarations and circle Yes or No as applicable. If these are not fully completed and signed your application may not be considered.

- 11.1 I have read the *Information Note/Guidelines* for submitting an application **Yes / No**
- 11.2 I understand that it is my responsibility to keep proof of application and to contact the school if confirmation of receipt is not received within I month of closing date. **Yes / No**

Child Protection

- 11.3 Have you ever been investigated by the Gardaí, HSE or an employer in relation to substantiated complaints made concerning your treatment of children? **Yes / No**
- 11.4 Have you ever been the subject of any allegation of criminal conduct or wrongdoing towards a minor? **Yes / No**
- 11.5 Are you aware of any material circumstance in respect of your own conduct which has had a negative impact or could touch on the welfare of a minor? **Yes / No**

In the event of you being offered a position the Board of Management is obliged to comply with the terms of current child protection legislation and procedures. All newly appointed teachers will be vetted and approved in accordance with the school's vetting policy.

Teaching Council Registration

- 11.6 Indicate if you will you be registered with the Teaching Council by September 2020? **Yes / No**
- 11.7 Provide Registration Number, if available: _____.
If appointed, you will be requested to produce a letter of professional standing from the Teaching Council as well as original parchments in respect of your qualifications.

Hansfield ETSS Ethos

- 11.8 Having read the Educate Together Charter and the Blueprint for second-level schools (available at www.educatetogether.ie) I understand and will whole-heartedly support the school's distinctive ethos. **Yes / No**

Authenticity of this application

- 11.9 I certify that the information provided herewith is true and correct. **Yes / No**
- 11.10 I understand that should any of the information provided in this application be found to be false or inaccurate in any material way, the Board of Management reserves the right to disqualify this application or withdraw any offer of employment made. I also note that if the Board finds in the future, that I have made an incomplete or inaccurate disclosure, I may face disciplinary action, up to and including dismissal. **Yes / No**

Signature of Applicant: _____

The CV must be signed by the applicant.

End.

Bernie Judge (Principal), July 2020.