

ADVERT ID 196539

General

Marino Institute of Education

Griffith Ave Dublin 9 Dublin D09 R232

<https://www.mie.ie>

MAIN DETAILS

Status: Deactivated
Level: Higher & Further Education
Date Posted: Mon Jun 19 2023
Application Closing Date: Mon Jun 26 2023
Status of Post: Part-Time
Number of Vacancies: 2

POST DETAILS

Title:

School Placement Associate

Description:

Marino Institute of Education (MIE)

Inspired by the Christian vision, Marino Institute of Education (MIE) is a teaching, learning and research community committed to promoting inclusion and excellence in education. MIE is an associated college of Trinity College Dublin, The University of Dublin and offers undergraduate and postgraduate programmes in education, including initial teacher education programmes.

The Governing Body invites applications from suitably qualified persons for the position of

School Placement Associate

0.5 FTE, 1 Year Fixed-Term Contract from September 2023

Two Positions Available

GENERAL JOB DESCRIPTION

Duties and General Terms & Conditions of Employment

SCHOOL PLACEMENT AT MIE

MIE prepares teachers who make professional decisions with agency and confidence, using the skills, knowledge and understanding developed during their initial teacher education as a foundation, and who continue to learn and develop as trusted professionals. Placement is a core element of programmes in MIE. The school placement components of our ITE programmes provide opportunities for student teachers to integrate theory and practice, and develop a strong sense of professional purpose and responsibility and of belonging to the primary teaching profession. Through engagement with experienced tutors, teachers and staff, students develop a range of skills and abilities to fully prepare them for teaching and learning while on placement. Our goal is to prepare teachers who are committed to a life of continuous learning and professional development and are passionate about learning, and curious about the world.

Our Teacher Education Programmes Include:

- Bachelor in Education (Primary), B.Ed.
- Professional Master of Education (Primary), PME.
- Baitsiléir san Oideachas Trí Mheán na Gaeilge (Bunmhúinteoireacht), B.Oid.

CANDIDATE PROFILE AND SCOPE OF THE POSITION

The Governing Body of Marino Institute of Education invites applications from suitably qualified persons for the position of School Placement Associate, on a 0.5 FTE, fixed-term one year contract. A School Placement Associate, is a registered teacher, who is engaged to work in a

part-time capacity at MIE, to complement and extend the capacity of the placement team to support the development of student teachers.

This opportunity offers primary teachers registered with the Teaching Council of Ireland the opportunity to contribute to the development of student teachers, to share knowledge and experience and to work with school placement tutors nationwide. The role is particularly suited to teachers who may be interested in job-sharing or career break arrangements. This role is not suitable for those in full-time employment.

Essential Qualifications & Skills (i.e. those, without which, a candidate would not be able to do the job. Applications that have not clearly demonstrated that candidates possess the essential requirements will not be shortlisted):

In order to be considered for this post, applicants will require

- Registration with the Teacher Council under route 1 (primary).
- A relevant qualification at Level 8 or Level 9 in primary education.
- 5 years of teaching experience across a range of class groups.
- Knowledge of teaching methods, innovative practice and collaborative teaching/learning.
- Experience mentoring student teachers or colleagues.
- Competence in the use of technology for teaching, learning and professional development.
- Engagement with professional development and the ability to inspire excellence in student teachers.
- Capacity to work independently and as a part of a team.
- Flexibility in working arrangements in order to meet the needs of tutors, student teachers and MIE.

Desirable Criteria

- Full driving licence and willingness to travel within Ireland.
- Experience as a member of a Droichead Professional Support Team (PST).
- Ardchaighdeán Gaeilge (Gaeilge labhartha & scríofa) agus an cumas gach gné den ról seo a dhéanamh trí mheán na Gaeilge

Candidates must clearly indicate in their applications how they meet each of these prerequisites.

JOB DESCRIPTION

Reporting Relationship

The appointee is required to carry out the duties attached to the post, under the general direction of the Head of Department, to whom they report, and to whom they are responsible for the performance of these duties in the first instance. The appointee will report through the Head of Department to the Institute President and/or such other MIE officers as the President may designate from time to time. The reporting relationship may be subject to periodic review, in line with service needs and developments in the Institute.

DUTIES AND RESPONSIBILITIES

- Promote innovative teaching, learning and assessment among initial teacher education students and placement tutors.
- Participate in the design, planning, facilitating, monitoring and evaluation of CPD Training Programmes for School Placement tutors.
- Liaise with the placement settings, school leaders, teachers, placement coordinators and administrators, in support of excellence in school placement preparation and provision.
- Support students on school placement, through mentoring, supervision, assessment and reporting.
- Contribute to “Teaching and Learning – Approximations of Practice” modules
- Observe students on placement in education settings (during school hours), and providing oral and written feedback to students.
- In collaboration with the School Placement Team, developing materials/ resources that would support School Placement tutors on initial teacher education programmes.
- Undertake administrative tasks and provide data/reports, as required by MIE.
- Attendance and participation in all meetings of Courts of Examiners and events in the Institute Calendar including Open Day and induction.
- Consultation with students and the broader learning community, including facilitating discussions, Q&A sessions and online events.
- Assist in the organisation and marking of assessments (assignments / presentations etc.) under the supervision of a faculty member.
- Promote the seven guiding principles of the trustees.

Duties include supervising students on placement on undergraduate programmes (B.Ed., Baitsiléir san Oideachas Trí Mheán na Gaeilge (Bunmhúinteoireacht), and postgraduate programmes (including the PME). It should be noted that in each work area/department within the Institute, the appointee must work as part of a team. Although duties pertaining to the post are broadly defined under the various headings as listed, the list of duties is not exhaustive. The appointee will be required to function in a flexible and collegial manner. MIE retains the right to assign new duties and/or to re-assign staff to other areas of the Institute, in response to service needs.

APPLICATION, SELECTION PROCESS AND OTHER GENERAL INFORMATION

Method of Selection for Recommendation

A shortlisting of applicants will occur which will be based on the applicant's qualifications, suitability and relevant work experience as detailed in the application. It is the responsibility of the applicant to ensure that all relevant information is included in their application and that they clearly identify how they meet the specified candidate criteria.

Interview will be by interview panel consisting of not fewer than 3 persons, and will comprise of the most suitable and qualified people to assess applicants in the discipline. All appointments to employment at MIE are made by the Governing Body. The interview panel's recommendations for appointment of successful applicants for all posts will be submitted to the MIE Governing Body for their consideration and decision.

In the event that a recommendation for appointment is not made by the interview panel, the Institute reserves the right to appoint a suitable candidate, identified through the selection process, to the post on a fixed term basis. A panel may be created from which permanent or fixed term contract appointments for this position may be filled during the life of the panel. The panel will cease to exist 12 months from its formation date, which will be the date of initial interview.

Candidates must produce satisfactory documentary evidence of all training and experience claimed by them, if required.

Probationary Period

The appointment is subject to satisfactory completion of the standard 6 month probationary period. The probationary period may be extended at the discretion of the Institute but will not in any case exceed 9 months. Absences during the period of probation will extend the probationary period. Performance and conduct during the probationary period will be monitored through a process of assessment meetings. Termination of employment during the probationary period will be at the discretion of the Institute. An abridged version of the disciplinary procedure will apply to employees on probation.

Garda Vetting

All successful applicant will be required to participate in Garda vetting. Specific instruction on this process will be given at the appropriate time. Applicants who do not comply with the Institute's requirements in this regard will be excluded from consideration for appointment.

Essential Training

The successful applicant will be required to undertake the following essential compliance training: Orientation, Health & Safety and Data Protection (GDPR), must provide evidence of completion of Tusla Child Protection Training. Other training may need to be undertaken when required.

Salary

The current fulltime salary scale; €46,000 - €50,000 (pro- rata for hours worked €23,000 - €25,000)

Making of Applications

Application by Cover letter and CV only (no special application forms are supplied), preferably by email to careers@mie.ie or by post to:

The Human Resources Office
Marino Institute of Education
Griffith Avenue Dublin 9.

Completed applications must be received by 5.00pm on Friday 23 June 2023. Late applications will not be accepted.

The Institute will not be responsible for any expenses, including travelling expenses, which candidates may incur in connection with their candidature.

The Marino Institute of Education is an equal opportunities employer.

APPLICATION REQUIREMENTS

- Application Form
- Covering Letter

Applications may be submitted by

APPLY TO THIS JOB VACANCY

Apply To: Griffith Ave
Dublin 9
Dublin
D09 R232

County: Dublin

Postal District: Dublin 9

Enquiries To: jenna.coyle@mie.ie

Website: <https://www.mie.ie>

Information contained within this advertisement is copyrighted by IPPN and licensed by IPPN for use by job-seekers only. The information herein may not be downloaded, copied or used for any other purposes, including its replication on other recruitment & advertising websites, without the express prior written permission of IPPN.