Placement Tutor 2017

Job Specification

Introduction:

The Department of Education at Maynooth University is a dynamic department with an extensive range of teaching and research activities. It has a full-time academic staff of fourteen and a large part-time staff. It offers undergraduate and postgraduate degrees to more than 800 students, ranging from undergraduate to doctoral level. It offers initial teacher education for post-primary teachers through the Professional Master of Education (PME), and through the Bachelor of Science/Maths with Education (BScEd). Student teachers undertake their school placements in a range of partner schools in a radius of up to 160km from Maynooth University. For further information, please visit: https://www.maynoothuniversity.ie/education/.

The role:

The Department of Education at Maynooth University is currently seeking applications from experienced educational professionals to work as placement tutors on the post-primary Professional Master of Education (PME) programme and our undergraduate Bachelor of Science/Maths with Education (BScEd). A placement tutor is a person primarily engaged by the Department of Education to support and mentor student teachers and to evaluate their practice while on school placement. The Department is particularly interested in applicants who can conduct their work through the medium of the Irish language. Applications are welcomed from recently retired teachers, from teachers with job-sharing arrangements and from teachers with part-time teaching hours. The role is not suitable for teachers who already are working full-time (22 hours).

Specifically, the ideal candidate will have:

- Worked, or be working, in a school or educational setting within the last 2 years and be registered with the Teaching Council
- Extensive experience of teaching and/or leadership roles in post-primary schools and a proven track record in relation to his/her subject area(s)
- The capacity to work for approximately 30-40 days throughout the school year
- Well-developed skills in relation to supporting, mentoring and evaluating teachers’ professional practice
- The means to travel to schools in a given geographical area and the capacity to support the Department of Education to build partnership with placement schools
- Excellent interpersonal and communication skills, the ability to work alone and as part of a team, proficient organisational skills and the capacity to exercise discernment in the assessment of teaching and learning
- A Master’s qualification or higher in the field of education.
Placement tutors will be recruited on a part-time basis for a period of up to three years and regional considerations will apply. Placement tutors are remunerated using the Maynooth University occasional rates of pay for tutorial work. In addition, travel and subsistence allowances are paid in line with university rates. Please see https://www.maynoothuniversity.ie/sites/default/files/assets/document/Occasional%20Rates%202015%20-%202016_0.pdf for further details on occasional pay and mileage rates.

A programme of professional development will be provided to prepare successful candidates for their role as a placement tutor.

Application process:

Applications should be made by completing the attached application form (also available at https://www.maynoothuniversity.ie/admin/content/assets/view/18791) and sending it by email to education.department@nuim.ie to arrive no later than midnight, Wednesday 7th June 2017 using the subject line ‘Placement Tutor Application’. There is no need to include a cover letter or CV. Late applications will not be accepted. It is anticipated that interviews will be held during the week of 19th June 2017 and short listing will apply.