**PROFESSIONAL DEVELOPMENT SERVICE FOR TEACHERS (PDST)**

**Application form for the role of Post Primary Mathematics Advisor**

**North West Region (Mayo, Sligo, North Roscommon, Leitrim, Donegal & Longford)**

|  |  |
| --- | --- |
| **Name of applicant** |  |

**Applicant Sector: Primary** \_\_\_\_\_\_\_  **or Post Primary** \_\_\_\_\_\_\_\_ **(Insert X for the appropriate sector)**

**Notes for Applicants**

1. Completed application forms must be submitted as an e-mail attachment only by **Thursday the 17th of October at 3p.m.** to recruitment@pdst.ie
2. Late or incomplete applications will not be accepted
3. Receipt of completed application forms will be acknowledged by auto reply from recruitment@pdst.ie
4. Only information submitted on the application form provided will be considered. CVs will not be accepted
5. PDST will retain this application form for no longer than 12 months after the closing date for applications
6. If you have a disability which requires reasonable adjustments at the selection interview, or which needs to be taken into account when considering your application, please let us know
7. Canvassing, either directly or indirectly, will disqualify
8. Dublin West Education Centre is an equal opportunities employer
9. Data Protection: The main purpose for which Dublin West Education Centre requires the personal data provided by you is for consideration of recruitment to the Professional Development Service for Teacher (PDST). The personal data provided may be exchanged with the Department of Education & Skills for verification of your eligibility for recruitment. Full details of Dublin west Education Centres data protection policy setting out how we will use your personal data as well as information regarding your rights as a data subject are available upon request. This can be found at <http://www.dwec.ie/>
10. This post is open to all qualified teachers who hold a recognised post in a recognised primary or post-primary school, and are fully registered with the Teaching Council under the appropriate Teaching Council Registration Regulation (i.e. Regulation 2 or 4 of the Teaching Council (Registration) Regulations 2009 up to 25th July 2016 or Route 1 or 2 of the Teaching Council (Registration) Regulations 2016 and The Teaching Council (Registration) (Amendment) Regulations 2016 thereafter)

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| **For Office Use Only** |  |
| **Date Received** |  |
| **Application Number** |  |

**1. Personal details**

|  |  |
| --- | --- |
| **Name** |  |
| **Address** |  |
|  |  |
|  |  |
| **Teaching Council No.** |  |
| **Education sector (per Teaching Council Registration)** |  |
| **Telephone numbers** | **Home** | **Mobile** |
| **E-mail**  |  |
| **Driving licence (please tick)** | **Full licence** | **Provisional licence** |

**2A Employment History. Please briefly note your employment history, beginning with your current/most recent role**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Dates** | **Name of School/ Education Setting and Roll No. (where relevant)** | **Position Held / Post of Responsibility**  | **Employment Status (permanent/temporary/CID)** | **Category of School/ Education Setting** |
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**2B. Are you currently on secondment?**

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| --- | --- |
| **Yes** |  |
| **No** |  |

**If yes, please provide secondment details**

|  |  |
| --- | --- |
| **Organisation / Support Service Name** |  |
| **Address** |  |
|  |  |
|  |  |
| **Telephone Number** |  | **Email** |  |
| **Position** |  | **Number of Years in this Position** |  |
| **Brief Description of Position and Duties undertaken:** |

**2C Have you previously been on secondment from a teaching post?**

|  |  |
| --- | --- |
| **Yes** |  |
| **No** |  |

**If yes please give details:**

|  |  |  |
| --- | --- | --- |
| **Organisation / Support Service Name** | **From - To** | **Description of duties undertaken** |
|  |  |  |

**2D. Subjects or programmes taught (applicable to Post Primary only)**

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| --- | --- | --- |
| **Subject/Programme** | **Level** | **From - To** |
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**3. Competency in, and ability to work through, the medium of the Irish language – please indicate by ticking a box, as appropriate**

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| --- | --- | --- | --- | --- | --- | --- | --- |
| **Very Good** |  | **Good** |  | **Fair** |  | **Poor** |  |

**4A. Third Level Qualifications, including post-graduate**

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| --- | --- | --- | --- | --- | --- |
| **Year(s)** | **Title** | **Major Subject(s)** | **Awarding Body** | **Grade Obtained** | **NFQ Level** |
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**4B. Ongoing Study – Please detail any education programmes in which you are currently engaged and estimated date of completion**

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**4C. Other Qualifications/Training – Please detail any other relevant qualifications you hold/professional development programmes undertaken**

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**4D. Outline any experience you may have in the area of Special Educational Needs provision**

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**5 Association with professional groups/professional membership**

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| --- | --- | --- |
| **Professional Group** | **Brief Details of Role** | **From-To** |
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The following section asks you to provide an overview of how you meet the skills and experience required in relation to the criteria for this role in the job description. Candidates should refer to the job description and demonstrate their ability to meet these requirements.

*Please ensure that your response in each case does not exceed 150 words.*

**6. Provide some examples of using/implementing innovative teaching, learning and assessment approaches in your classroom**

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|  | * What worked well?
* Were there challenges along the way with this and what would you do differently if you were to start again?
* How did this **impact** pupils/students learning outcomes and experiences?
* Please state also how these skills may be applied in the role of Advisor/Team Leader for which you are applying
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**7. Provide details of your experience and main achievements in the organisation, design and/or delivery of continuing professional development (CPD)**

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|  | * What was the focus of your contribution?
* How did this impact on the participants’ experience of the CPD
* How will the skills you developed and employed be used in the role of Advisor/Team Leader for which you are applying
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**8. What opportunities have you had in your school or as a member of a professional group/network to become involved in or to lead school development and school improvement?**

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|  | * What was the focus of your contribution?
* How is this now impacting on the learning outcomes/experiences of the pupils and what are the next steps needed?
* Please state also how the skills used in school improvement process may be applied in the role of Advisor/Team Leader for which you are applying
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**9. Provide two examples of how you successfully applied/used your leadership and management skills in the context of past and current employment in leading teaching and learning**

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|  | * What challenges did you encounter?
* What may have been the reason for the challenge?
* How did you overcome the resistance/challenge
* How was the impact measured?
* How would these skills apply to the role of Advisor/Team Leader for which you are applying?
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**10. Outline your level of competence in Digital Technologies and provide one example of how your skills were applied successfully in the context of** **1) Teaching Methodologies; 2) Pupils’ learning experiences; 3) Assessment approaches; 4) Administration and Planning**

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|  | * Which Digital Technology competence is your strongest
* Which represents an area for further development?
* How would these skills/competencies apply to the role of Advisor/Team Leader for which you are applying?
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**11. Please outline what you see as the key priorities for schools this year and for the years ahead. Please rank them in order of importance.**

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|  | * Clarify what has guided your thinking on this.
* How would you see the role of an Advisor/Team Leader contribute to enabling/empowering schools in working on these priorities?
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**12. References – please provide details of two people from whom references may be obtained.**

**Contact details – Referee 1**

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| --- | --- |
| **Referee’s name** |  |
| **Position** |  |
| **Address** |  |
|  |  |
|  |  |
| **Telephone numbers** |  |
| **E-mail** |  |

**Contact details – Referee 2**

|  |  |
| --- | --- |
| **Referee’s name** |  |
| **Position** |  |
| **Address** |  |
|  |  |
|  |  |
| **Telephone numbers** |  |
| **E-mail** |  |

I hereby declare that I have complied with all the requirements on the relevant Secondment Circular 29/2018 and the eligibility criteria outline for this roll. All the particulars furnished in connection with this application are true, and I am aware of the qualifications and particulars for this position. I understand that I may be required to submit original documentary evidence in support of any particulars given by me on my Application Form. I understand that any false or misleading information submitted by me will render me liable to automatic disqualification or render me liable to dismissal, if employed.

***PDST / DWEC reserve the right to seek additional or alternative referees if deemed appropriate.***

***I hereby certify that all information provided on this application form is true and correct:***

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| --- | --- |
| **Signature of applicant** |  |
| **Date** |  |