



Saint Francis Secondary School

12, St. James Street,
Sliema

POST OF COMPUTING AND ICT TEACHER IN ST FRANCIS SECONDARY SCHOOL, SLIEMA for IMMEDIATE EMPLOYMENT

1.0 Introduction

1.1 St Francis Secondary School Sliema invites applications for the post of Computing and ICT Teacher.

1.2 Selected candidates may be required to undergo any special training as deemed necessary.

2.0 Terms and Conditions

2.1 The appointment, which is subject to a probationary period of one (1) year, is on a full-time indefinite basis and is subject to the rules and regulations of Church Schools and Ministry of Education and employment (MEDE).

2.2 The salary for the post of Teacher is pegged to salary scale 9 which in 2018, is €20,590 per annum, rising by annual increments of €447.33 up to a maximum of €23,274. This salary is supplemented by a Class Allowance of €1,175 per annum together with a Works Resources Fund of €325 per annum as stipulated in the agreement between the Church Authorities and the Malta Union of Teachers dated 7th August 2018.

2.3 A teacher will progress to Scale 8 (€21,951 x €486.83 - €24,872) on completion of 8 years service in the grade and to Salary Scale 7 (€23,431 x €531.17 - €26,618) on completion of a further 8 years service in the grade, in both instances subject to satisfactory performance.

2.4 Progression of a Teacher to the next salary scale may be accelerated from eight (8) years to (6) six years, if a teacher cumulates an aggregate of 360 hours of recognised self-sought Continuous Professional Development (CPD) time over six (6) years (through the applicable scheme issued by the management). Provided that if such self-sought CPD is compensated through accelerated progression, any qualification arising from such hours may not be further compensated through any other form of qualification allowance.

2.5 A selected candidate who proves any teaching experience in accordance with:

- The Addendum Freedom of Movement of workers within member states of the EU (26th September, 2013) and/or
- The Agreement to Facilitate Mobility for Educators between Licensed Schools (29th July, 2015)

shall qualify for an adjustment in salary subject to entitlement.

2.6 The appointment as teacher will be subject to the successful completion of the relevant course mentioned in paragraphs 4.2 (iv) (a) and (b) by 31st December 2018. Failure to provide such evidence will lead to the removal from the result merit list and termination of employment as Teacher.

2.7 Unless the selected candidate is in possession of a Teacher's Warrant (Permanent), s/he shall be eligible to obtain a Teacher's Warrant (Permanent) to practise the profession within two years of his/her appointment as Teacher, in terms of article 24(2) of the Education Act, and employment beyond this period shall be subject to possession of such a warrant in accordance with article 24(1) of the same Act.

2.8 The appointment of a selected candidate is subject to the employee being awarded a Teacher's Warrant (Permanent) within twenty eight (28) months from the actual date of employment. Failure to obtain the Teacher's Warrant (Permanent) will result ipso facto in the revocation of the appointment.

2.9 A selected candidate will be required to complete a two-year induction process successfully. The granting of the confirmation of appointment, usually after one year, and/or the awarding of a Teacher's Warrant (Permanent) in accordance with article 24 or 41 of the Education Act, do not exempt a selected candidate from completing successfully the induction process.

3.0 Functions and Duties

3.1 The overall functions of a Teacher shall include:

- teaching and educating students according to guidelines provided by the National Curriculum Framework under the overall guidance of the competent education authority;
- teaching and educating students according to the educational needs, abilities and attainment potential of individual students entrusted to his/her care by the Head of School;
- any other duties according to exigencies of the schools.

3.2 The selected candidate is expected to carry out his/her duties in utmost good faith, with due diligence and to the best of his/her abilities and he/she shall act in all respects according to the instructions and/or directives given to him/her by the Head of School.

3.3 The selected candidate is required to follow professional development courses including an induction course as appropriate to his/her role and functions, and/or in-service training programmes, as directed by the Education Directorates, Secretariat for Catholic Education and/or the Head of School.

3.4 The selected candidate shall adopt and work towards the implementation of the school development plan.

4.0 Eligibility Requirements

4.1 By the closing date and time of this call for applications, applicants must be:

- (i) (a) citizens of Malta; OR
(b) citizens of other Member States of the European Union who are entitled to equal treatment Maltese citizens in matters of employment by virtue of EU legislation and treaty provisions dealing with the free movement of workers; OR
(c) citizens of any other country who are entitled to equal treatment to Maltese citizens in matters related to employment by virtue of the application to that country of EU legislation and treaty provisions dealing with the free movement of workers; OR
(d) any other persons who are entitled to equal treatment to Maltese citizens in matters related to employment in terms of the law or the above-mentioned EU legislation and treaty provisions, on account of their family relationship with persons mentioned in paragraph (a), (b) or (c); OR
(e) third country nationals who have been granted long-term resident status in Malta under regulation 4 of the "Status of Long-Term Residents (Third Country Nationals) Regulations, 2006" or who have been granted a residence permit under regulation 18(3) thereof, together with family members of such third country nationals who have been granted a residence permit under the "Family Reunification Regulations, 2007".

The advice of the Citizenship and Expatriates Department should be sought as necessary in the interpretation of the above provisions.

The appointment of candidate referred to at (b), (c), (d) and (e) above would necessitate the issue of an employment license in so far as this is required by the Immigration Act and subsidiary legislation. Jobsplus should be consulted as necessary on this issue.

(ii) proficient in both the Maltese and English Languages;

(iii) in possession of a Teacher's Warrant (Permanent Warrant) issued by the Council for the Teaching Profession (CTP) under article 24(2) of the Education Act;

However, candidates not in possession of a Teacher's Warrant issued by the CTP (Permanent Warrant) but who will eventually qualify for one in accordance with section 24(2) of the Education Act may also apply, provided that, when successful candidates are offered employment, they will be required to produce documented evidence from the Council for the Teaching Profession in Malta that they have submitted an application for a Temporary Teacher's Warrant. Their appointment as Teacher is conditioned to their being awarded a Teacher's Warrant (Permanent/Temporary) in accordance with the relevant articles of the same Act;

(iv) of good moral character. Applicants must produce a Certificate of Conduct issued by the Police or other competent authority not earlier than one (1) month from the date of application;

4.2 Apart from satisfying the eligibility requirements under paragraph 4.1 above, applicants must further satisfy one of the following:

(i) be in possession of a Teacher's Warrant (Permanent Warrant) plus a recognised pedagogical course at MQF Level 6 with a minimum of 60 ECTS/ECVETS or equivalent and have accrued not less than fifteen (15) years teaching experience, teaching the subject/area applied for in a licensed school; OR

(ii) have a Teacher's Certificate or have successfully completed the Graduate Teacher's Course, both at MQF Level 6 organised by the Education Division with the subjects applied for taken as the main subject in the Teacher's Training Course; OR

(iii) have a recognised Teacher's qualification (Certificate in Education) awarded by the Colleges of Education, Mater Admirabilis College or St Michael's, together with a pass at Advanced Level at MQF Level 4 (Grade C or better in the subject/area applied for); OR

(iv) (a) have a recognised teaching qualification at MQF Level 6, which includes the subject/area applied for as the main area of study; OR

(b) have a recognised qualification at MQF Level 6, subject to a minimum of 180 ECTS/ECVETS or equivalent, which includes the subject applied for as a main area of study, and a qualification in pedagogy at MQF Level 6 in the subject applied for.

Provided that, where the University of Malta did not run a B. Ed. or P.G.C.E. course in that particular subject in the last three (3) years before the issue of this call, any recognised teaching qualification in Education at MQF Level 6, or any recognised qualification in pedagogy with any subject specialisation, will qualify an applicant who also has a recognised qualification at MQF Level 6, in which the subject applied for is a main area of study at MQF Level 6, with a minimum of 180 ECTS/ECVETS, or equivalent; OR

(v) (a) have a recognised (Master's) qualification at MQF Level 7 in the subject applied for, with a minimum of 60 ECTS/ECVETS or equivalent, after having completed a recognised qualification at MQF Level 6 with a minimum of 180 ECTS/ECVETS, or equivalent together with a recognised qualification in pedagogy at MQF Level 6 having a minimum of 60 ECTS/ECVET or equivalent in accordance with article 24(2)(d)(iii) of the Education Act;

OR (b) qualified for a recognised (Master's) qualification as a mature student at MQF Level 7 with a minimum of 60 ECTS/ECVETS credits or equivalent in the subject applied for, after having completed a recognised qualification at MQF Level 6 with a minimum of 180 ECTS/ECVETS credits, or equivalent together with a recognised qualification in pedagogy having a minimum of 60 ECTS/ECVETS credits or equivalent in accordance with article 24(2)(d)(iii) of the Education Act.

(vi) Applicants who have registered for, and subsequently been awarded, a recognised (Master's) qualification at MQF Level 7 with a minimum of 60 ECTS/ECVETS or equivalent in the subject applied for, before 29th July, 2008, after having completed a recognised qualification at MQF Level 6, are exempted from producing a recognised qualification in pedagogy at MQF Level 6, in accordance with article 24(2)(d)(iii) of the Education Act, on condition that they are eligible or in possession of a Teacher's Warrant (Permanent).

Any reference to a Teaching Qualification or a pedagogical qualification/course mentioned above is required to be as indicated in the table hereunder and is required to be deemed as comparable by the CTP in terms of article 24(2)(d)(iv) of the Education Act. Holders of a Bachelor of Education degree or PGCE awarded by the University of Malta are exempt from presenting such a comparability statement. These include:

University of Malta Teaching Qualification	MQF level	Minimum of ECTS/ECVETS	Minimum of Teaching Practice experience	Minimum of Teaching (TP)/school experience
Bachelor of Education	6	240	TP School experience in the subjects/area	16 ECTS/ECVETS 8 ECTS/ECVETS
Bachelor of Education (ECEC)	6	180	TP School experience in the subjects/area	16 ECTS/ECVETS 8 ECTS/ECVETS
Qualification in the subjects/area +Pedagogical Qualification (PGCE)	6	180	TP	12 ECTS/ECVETS
Post Graduate Certificate in Education	6	60	School experience in the subjects/area	6 ECTS/ECVETS
Master's + Qualification in the subjects/area	7	60	TP	12 ECTS/ECVETS
+ Pedagogical Qualification	6	180	School experience in the subjects/area	6 ECTS/ECVETS
(PGCE) Post-Graduate Certificate in Education	6	60	subjects/area	

4.3 Apart from satisfying any of the requisites stipulated in paragraphs 4.1 and 4.2 above, applicants must also be in possession of:

(i) 3 Ordinary Levels at MQF Level 3 (minimum Grade C or 5) or a recognized comparable qualification in Maltese Language, English Language and Mathematics. An Advanced Level at MQF Level 4 (minimum Grade E), or comparable or a pass in the respective subject module taken as part of a recognized qualification at MQF Level 6 shall be accepted as an alternative to Ordinary Level MQF Level 3, unless otherwise stated. Provided that an applicant who does not satisfy these requirements (paragraph 4.3) would still be eligible to apply if s/he is in possession of a Permanent Teacher's Warrant and has been in a full-time teaching position in a licensed school for a period of not less than five (5) scholastic years in the last ten (10) scholastic years.

(ii) Applicants who entered one of the courses stipulated in paragraphs 4.2 as mature students and successfully completed such courses, are exempt from the provisions of paragraph 4.3 (i) provided they produce a testimonial to this effect from the awarding institution.

4.4 Applicants who are in the final year of the course leading to the award of the appropriate qualification as per paragraph 4.2 (iv) (a) and (b) may still apply. Such applicants would need to prove the successful completion of the relevant course by the 31st July 2018. Failure to provide such evidence will lead to the removal from the result merit list and if such applicant is engaged before the 30th September 2018, his/her appointment as Teacher will be changed to that of a Supply Teacher and the engagement will be on a definite basis for scholastic year 2018/2019, which may be renewed for further periods.

4.5 Prospective applicants should note the requirement to produce MQRIC recognition statements in respect of their qualifications MQRIC, or other designated authorities, as applicable, as per provisions applicable to this call for applications. Teaching qualifications not issued by the University of Malta are required to be deemed as comparable by the CTP in terms of article 24 (2) b(d)(iv) of the Education Act.

4.6 Applicants must be of conduct which is appropriate to the post applied for and must produce a Certificate of Conduct issued by the Police or other competent authority not earlier than one (1) month from the date of application.

4.7 Applicants must be eligible to take up their due appointment, in terms of 4.1 to 4.8 above, not only by the closing time and date of this call for applications but also on the date of appointment.

4.8 It is the applicant's responsibility to present a comparability statement issued by the CTP for teaching qualifications confirming the comparability of the qualification in accordance with paragraph 4.2 to 4.4.

4.9 Applicants are to note that CTP requires a minimum of eight (8) weeks to issue or otherwise a comparability statement. Applicants are to apply with the CTP. Holders of a

Bachelor of Education degree or a PGCE awarded by the University of Malta are exempt from presenting such a comparability statement.

4.10 In the case that no suitable applicant will be found for the post, applicants who are in possession of a first degree will be considered for the post on condition that (i) they satisfy 4.1(i), 4.1(ii) and 4.1(iv) and (ii) on condition that they are eligible for a Temporary Warrant as per Education Act. (Salary Scale 10).

5.0 Submission of Supporting Documentation

- 5.1 Qualifications and experience claimed must be supported by certificates and/or testimonials. Applicants wishing to produce supporting documentation over and above that required by this call, including teaching practice reports, are to produce such documentation, if and when called for an interview. Diploma/Degree/Post-Graduate certificates or comparable qualifications must be accompanied by a transcript (Diploma/Certificate supplement) in English, showing the Degree obtained and the final classification.
- 5.2 Original certificates and/or testimonials are to be invariably produced for verification at the interview.

6.0 Selection Procedure

- 6.1 Eligible applicants will be assessed by a Selection Board to determine their suitability for the post.
- 6.2 A successful applicant under clause 4.4 will be placed in the order of merit, subject to the condition that s/he is either fully qualified or has successfully completed his/her teaching qualification, by 31st July, 2018. Failure to satisfy any one of the above conditions will lead to the removal from the merit list.

7.0 Submission of Applications

7.1 A detailed CV should be sent by email to stfrancissec@sfssliema.edu.mt by not later than Friday 14th of December. As part of the CV, applicants must provide a valid statement of accreditation as a teacher issued by the Accreditation Unit, Directorate for Quality & Standards in Education <https://edumalta.gov.mt/en/accreditation-application-form>.

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