



Aontas Múinteoirí Éireann

Teachers' Union of Ireland

EDUCATION / RESEARCH OFFICER

Permanent, Whole-time contract

The Teachers' Union of Ireland is affiliated to ICTU and represents over 16,000 teachers and lecturers engaged in Post-Primary, Further and Higher Education in the Republic of Ireland. It will shortly appoint an Education/Research Officer who will have responsibility for education matters within the Union.

The Position

Reporting to the General Secretary, the key responsibilities will include:

- producing position papers and policy documents.
- conducting and/or analysing research on second and third level education and further and adult education.
- servicing the relevant sub-committees of the union.
- conducting negotiations on education and related matters.
- preparing material for publications.
- involvement with training and professional development.
- advising members, branches and the Executive Committee, as appropriate.
- liaising with peers in the other teacher unions.
- representing the TUI on Education International / ETUCE committees, as appropriate.
- representing the TUI on national education bodies, as appropriate.
- co-ordinating and advising TUI representatives on education bodies such as the NCCA.

The Person

The ideal candidate will have:

- extensive knowledge and experience of the education system and trade union movement.
- strong research, analytical and reporting skills.
- a teaching/lecturing qualification and significant teaching/lecturing experience.
- experience of programme/curriculum development.
- excellent interpersonal, communication and media skills.
- excellent I.T. skills.
- an understanding of the career needs of teachers and lecturers and how these can be met.
- a knowledge of industrial relations issues and processes as they apply in the education sector.
- a full driving licence.

The Rewards

The position is permanent whole-time and is subject to a one-year probationary period. Secondment will be facilitated. The salary will reflect the responsibilities of the post and will be related to Public Service scales; a pension scheme is in operation where applicable.

The TUI is an equal opportunities employer

*Apply in the strictest confidence, enclosing a comprehensive C.V., to: **General Secretary, Teachers' Union of Ireland, 73 Orwell Road, Dublin 6** or by email to jmacgabhan@tui.ie - applications to be marked 'Confidential ERO application'.*

*Closing date for application: **Monday, 27th February 2017 – 5 p.m.***

Please note that canvassing will disqualify.



AONTAS MÚINTEOIRÍ ÉIREANN/TEACHERS' UNION OF IRELAND

POST OF
EDUCATION / RESEARCH OFFICER

CONDITIONS OF SERVICE

1. Ratification

The Appointment will be subject to ratification by the Annual Congress next succeeding the appointment, in accordance with rule.

2. Commencement

At a mutually suitable date.

3. Medical Examination

A satisfactory medical report will be required prior to appointment.

4. Probation

The position will be probationary for a period of one year from the date of appointment.

5. Salary

The salary scale will be linked to Civil Service Grades, currently €67,913 to €84,296; entry point depending on experience.

6. Duties

The Education/Research Officer shall carry out such duties as may be assigned from time to time by the General Secretary. These duties will be in a designated area where TUI has an interest.

7. Professional Development

The professional standards expected of the appointee will require a continuing attention to the updating of knowledge which may involve attendance at courses.

8. Hours

The Education/Research Officer will be required to work such reasonable hours as are required for his/her duties.

9. External Work

The Education/Research Officer shall not undertake any external work without the permission of the General Secretary.

10. Annual Leave

The Education/Research Officer will be entitled to 31 working days' leave exclusive of all public holidays in each year.

11. Maternity Leave/ Paternity Leave/Parental Leave/Force Majeure Leave

Maternity Leave, Paternity Leave, Parental Leave, Force Majeure Leave entitlement will be that which applies from time to time to the grade in question in the Civil Service.

12. Illness

- a) Uncertified: 7 uncertified sick days in any calendar year. A medical certificate is required for absences on sick leave in excess of 3 consecutive days.
- b) Sick leave: Six months in any four consecutive years on full pay. A further six months may be allowed on approval by the Executive Committee

13. Pension Scheme

A Pension Scheme is in operation where applicable.

14. Place of Work

The post is based at the Union's Head Office in Rathgar, Dublin 6. There will be a requirement to travel within the country as necessary. Travel and maintenance in accordance with normal public service regulations are payable.

15. Notice

Three months written notice of termination by either side.

16. Retirement

The retirement age shall be 65.