

LETTER CIRCULAR - Institute for Education

Date: 25th April 2018

Ref: IfE 40/2018

From: Joanne Grima – CEO

To the attention of: All Educators

Subject: Expression of Interest for Experts to deliver Professional Development Sessions

Application Link: <https://goo.gl/cw99gX>

Deadline: Noon (CET) of 27/06/2018

Further Info / Requirements: Motivation letter; Europass *Curriculum Vitae*; scanned certificates and/or testimonials to be sent by email to ife@ilearn.edu.mt

With reference to Letter Circular IfE 23/2018, the Institute for Education is once again offering the opportunity to experts who want to deliver Professional Development Sessions. Those experts who want to form part of this database need not be from the Education sector but can contribute with their expertise to the Continuing Professional Development (CPD) of educators. Such contributions can be done during or after school hours according to the need of the school/Institute and availability of the expert. The experts who have already applied as per Letter Circular IfE 67/2017 and Letter Circular IfE 23/2018 already form part of the database, and therefore they do not need to re-apply.

Eligibility Criteria

- A minimum qualification at MQF Level 6 in the area;
- Lower qualifications and/or qualifications from specific entities will also be considered if the area is very specific and accredited higher qualifications in the area are very limited.

Selection criteria

Experts shall be selected by an *ad hoc* Selection Board through an assessment of the information obtained from their Europass Curriculum Vitae, scanned copies of original documents listed in the Eligibility Criteria section. (Applicants might be asked to produce original documents for verification purposes). The Selection criteria shall give weight to the:

- Information in the motivation letter that will include:
 - Knowledge of Education policies
 - Expression of Educational Vision

- Qualifications (over and above the eligibility criteria)
- Experience in the area
- Years of Adult/teacher training

The selected applicant/s will enter into a contract for service, for a maximum of three (3) years with the possibility of extension for another three (3) years starting on the day of signing.

Remuneration

The Expert shall be paid

- a) €22 per hour of professional development which is non-accredited;
- b) €30 per hour of professional development which is accredited at MQF Level 4 and 5
- c) €35 per hour of professional development which is accredited at MQF Level 6 and 7

Submission of applications

Interested applicants are asked to submit an online application by following the link:
<https://goo.gl/cw99gX>.

The motivation letter together with a Europass *Curriculum Vitae* and scanned certificates and/or testimonials will be received in the first instance by the Institute for Education at ife@ilearn.edu.mt by not later than **noon (Central European Time) of Wednesday, 27th June 2018**.

Thank you.

Joanne Grima

CEO Institute for Education