

LETTER CIRCULAR - Institute for Education

Date: 8th July 2019

Ref: IfE 61/2019

From: Joanne Grima – CEO

To the attention of: DGs, Directors, Assistant Directors, Service Managers, Education Officers, Heads (College Network), Heads of Schools (State and Non-State) and Sections and Outstations.

Subject: Expression of Interest for Recognition of Prior Learning (RPL) Assessors

Application Link: <https://bit.ly/2NF0uOI>

Deadline: 30th June 2020

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

The Institute for Education is committed to increasing the diversity of its course participant population by presenting no unnecessary barriers in its admissions selection processes to prospective course participants currently underrepresented in higher education. The [Recognition of Prior Learning Policy and Procedures](#) sets out the process by which evidence of prior learning can be fairly and consistently assessed for the purpose of admission to a course offered by the Institute.

In light of the above, the Institute for Education is inviting Recognition of Prior Learning (RPL) Assessors who will assess applications presented by course participants who are seeking to gain credit for their experience against a particular module/s within a course offered by the Institute for Education.

The RPL Assessors, as part of a committee of three will;

1. Meet to vet the applications submitted by course participants who apply to avail from the RPL possibility.
2. Develop assessment criteria to use for RPL for the different modules and communicate these to the applicants. These criteria should be sent to the Academic Board for validation and approval.
3. Schedule and perform assessments with eligible course participants.
4. Issue results and write reports for the Institute as necessary.

RPL Assessors who are already offering their services to the Interview are still REQUIRED to re-apply but do not need to send any documentation.

Eligibility Criteria

The eligibility criteria for the selection of the RPL Assessor shall be:

- An MQF Level 8 qualification or a recognised, appropriate, comparable qualification with a minimum of two (2) years experience in the area;
OR
- A Master degree or a recognised, appropriate, comparable qualification at MQF level 7 (subject to a minimum of 90 ECTS/ECVET credits, or equivalent) or higher together with three (3) years experience in the area;
OR
- In the absence of a qualification at MQF Level 7, applicants with a lower full MQF level qualification and a minimum of five (5) years experience in the area will be considered;
- Communicate fluently in both English and Maltese.

All applicants are required to present **also** the following:

- Europass *Curriculum Vitae*;
- A motivation covering letter indicating the area/s from the above table and indicating an awareness about teacher development and formative assessment procedures.

Areas

The areas requiring RPL Assessors include:

- Primary Education
- Inclusive Education
- Multicultural Education
- Digital Education
- Educational Management and Leadership
- Assessment
- Pedagogy
- Educational Theory
- Research Methods in Education
- Educational Psychology
- Classroom Management
- English
- Sciences (Chemistry, Biology, Physics)
- Humanities (Social Studies, History, Geography, European Studies and Philosophy)
- Physical Education
- Mathematics

- Maltese
- Religious Education
- Business Education
- VET Engineering Technology
- VET Agribusiness
- VET Hospitality
- VET Fashion & Textiles
- VET Hairdressing & Beauty Therapy
- VET Media Literacy
- VET Health and Social Care

Selection Procedure

Eligible applicants shall be selected by an ad hoc Selection Board through an assessment of the information obtained from the Motivation Letter, *Europass* Curriculum Vitae; and scanned certificates and/or testimonials listed in the Eligibility Criteria. Applicants may be asked to attend an interview and produce original documents for verification purposes. Applicants should note the requirement to produce MQRIC recognition statements in respect of their qualifications from MQRIC, or other designated authorities, as applicable, as per provisions applicable to this Expression of Interest.

The Selection criteria will give weight to the:

- Motivation Letter which should demonstrate their Educational Vision;
- Qualifications in the subject area;
- Years of experience in the area;

Remuneration

The selected applicants will enter into a contract for service for a maximum of three (3) years starting on the day of signing. Remuneration for RPL Assessors will be at;

1. €30 per person on the board per RPL evaluation for modules 1-3 ECTS
2. €45 per person on the board per RPL evaluation for modules 4 ECTS and above

Submission of applications

Interested applicants are kindly asked to submit their application through the following link:
<https://bit.ly/2NF0uOl>.

The motivation letter together with a Europass *Curriculum Vitae* and scanned documents and/or testimonials will be received in the first instance by the Institute at ife.recruitment@ilearn.edu.mt by not later than **noon (Central European Time) of Tuesday, 30th June 2019**. Late applications will not be considered. Only applications submitted online will be considered.

Thank you.

Joanne Grima
CEO Institute for Education

