

Anness A

Ministeru	Ministeru għall-Edukazzjoni, l-Isport, iż- Żgħażaġh, ir-Riċerka u l- Innovazzjoni (MEYR)
L-impjieg	Education Support Practitioner (ESP)



MINISTERU GHALL-EDUKAZZJONI, L-ISPORT, IŻ-
ŻGHAŻAĠH, IR-RIĊERKA U L-INNOVAZZJONI
TRIQ L-ASSEDJU L-KBIR, FURJANA, MALTA

Dmirijiet u responsabbiltajiet

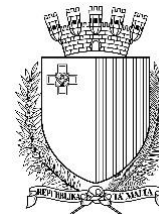
Id-dmirijiet ta' Education Support Practitioner (ESP) fil-qasam ta' Youth Work jinkludu:

- i. Jgħin liż-żgħażaġh jiksbu l-potenzjal edukattiv u soċjali sħiħ tagħhom, permezz ta' kompetenzi miksuba;
- ii. Jgħin liż-żagħżuġh biex jizviluppa b' mod holistiku, jiġifieri l-aspetti personali, soċjali, politiċi, spiritwali u ekonomiċi tal-persuna umana;
- iii. Jiffoka fuq il-htigijiet u l-kwalitajiet taż-żgħażaġh u għandu l-għan li johloq kemm relazzjonijiet wiehed għal wiehed kif ukoll interazzjoni tal-grupp f'ambjent sikur;
- iv. Jappoġġjaw liż-żgħażaġh fil-vjaġġ tagħhom lejn l-adulti u jippermettulhom li jissodisfaw il-potenzjal sħiħ tagħhom bħala individwi;
- v. Jmexxi l-proċeduri amministrattivi kollha involuti fi proġetti taż-żgħażaġh u jmexxi u jamministra baġits u riżorsi biex jimplementa proġetti taż-żgħażaġh;
- vi. Jipprepara u jqassam materjali u wirjiet pubbliċitarji biex jipromwovi proġetti ta' tishih;
- vii. Jipprovdi informazzjoni u assistenza rilevanti għall-bżonnijiet taż-żagħżuġh: Jwaqqaf u/jew issostni skrivanija ta' informazzjoni b' materjal divers relatat mat-tagħlim tul il-ħajja, is-saħħa u l-attivitajiet ta' divertiment fost oħrajn;
- viii. Jhegġeg liż-żgħażaġh jipparteċipaw f'attivitajiet extra-kurrikulari waqt il-waqfa ta' nofs in-nhar jew wara l-iskola biex jissahhu l-aspetti ċiviċi u soċjali tal-istudenti;
- ix. Jipprovdi tagħlim permezz tal-mobilità u jipparteċipa f'attivitajiet ifffinanzjati permezz tad-diversi programmi Youth In Action: Skambji taż-żgħażaġh, Inizjattivi taż-Żgħażaġh;
- x. Jhegġeg liż-żgħażaġh ikomplu l-edukazzjoni tagħhom f'istituzzjonijiet sekondarji oghla: Kollegament mal-Konsulenti tal-Karriera tal-Iskejje biex jipromwovu karrieri u edukazzjoni ulterjuri;
- xi. Jindirizzaw u jmexxu lill-ġenituri fuq attivitajiet extra-kurrikulari biex jiksbu l-appoġġ tagħhom biex jiksbu portafoll personali komprensiv għaż-żagħżuġh: Seminars dwar il-parteeċipazzjoni f'attivitajiet ta' edukazzjoni mhux formali. Attendenza fl-attivitajiet immexxija miż-żgħażaġh. Inkluz relazzjoni attiva skola-familja biex ittejjeb ir-relazzjonijiet reċiproċi tal-ġenituri-istudenti, tikkontribwixxi għal fehim aħjar, appoġġ reċiproku u żżid l-interess tal-ġenituri fl-edukazzjoni tat-tfal tagħhom;
- xii. Kwalunkwe komputu ieħor li li D-Direttur National School Support Services (NSSS) u/jew id-delegat tiegħu / tagħha jista' jiddelega lilu/ha, kif jista' jkun meħtieġ;
- xiii. Kwalunkwe komputu ieħor li s-superjur jista' jiddelega lilu/ha, kif jista' jkun meħtieġ; u
- xiv. Kwalunkwe dmir ieħor hekk kif ordnat mis-Segretarju Permanenti Ewlieni.

Aktar dettalji dwar id-dmirijiet ta' Education Support Practitioner fil-qasam ta' Youth Work jistgħu jinkisbu mis-sit elettroniku <https://education.gov.mt/en/vacancies/Pages/Vacancies.aspx>.

Annex A

Ministry	Ministry for Education, Sport, Youth, Research and Innovation (MEYR)
Job title	Education Support Practitioner (ESP)



MINISTRY FOR EDUCATION, SPORT, YOUTH,
RESEARCH AND INNOVATION
GREAT SIEGE ROAD, FLORIANA, MALTA

Duties and responsibilities

The duties of an Education Support Practitioner (ESP) in the area of Youth Work include:

- i. Help young people achieve their full educational and social potential, through acquired competencies;
- ii. Assist the young person to develop holistically, i.e. the personal, emotional, educational, social, political, spiritual and economic aspects of the human person;
- iii. Focus on the needs and the qualities of young persons and aims at creating both one-to-one relationships and group interaction in a safe environment;
- iv. Support young people in their journey towards adulthood and enable them to fulfil their full potential as individuals;
- v. Manage all the administrative procedures involved in youth projects and manage and administer budgets and resources to implement youth projects;
- vi. Prepare and distribute publicity materials and displays to promote empowerment projects;
- vii. Provide information and assistance relevant to the young person's needs: Set up and/or sustain an information desk with diverse material related to lifelong learning, health and leisure activities among others;
- viii. Encourage young people to participate in extra-curricular activities during the mid-day break or after school to enhance the students' civic and social aspects;
- ix. Provide learning through mobility and participate in activities funded through the various Youth In Action programmes: Youth exchanges, Youth initiatives;
- x. Encourage young people to continue their education in higher secondary institutions: Liaison with the School Career Advisors to promote careers and further education;
- xi. Address and rope-in parents on extra-curricular activities to gain their support in attaining a comprehensive personal portfolio for the young person: Seminars on participation in non-formal education activities. Attendance in young peoples' led activities. Including active school-family relationship to enhancing parents students reciprocal relationships, contribute towards better understanding, mutual support and increase parents' interest in the education of their child;
- xii. Undertake any other tasks, which the Director National School Support Services (NSSS) and/or his/her delegate may delegate to him/her, as may be required;
- xiii. Undertake any other tasks, which the superior may delegate to him/her, as may be required; and
- xiv. Any other duties as directed by the Principal Permanent Secretary.

Further details of the job description for the post of Education Support Practitioner in the area of Youth Work can be obtained from the website: <https://education.gov.mt/en/vacancies/Pages/Vacancies.aspx>.