

Ministry for Education

POSITION OF SUPPLY LEARNING SUPPORT EDUCATOR IN THE MINISTRY FOR EDUCATION

Nomenclatures denoting the male gender include also the female gender.

The Ministry for Education (MFED) would like to remind all interested applicants that it has zero tolerance policy towards any form of child abuse. MFED adheres to S.L. 327.546 (Recruitment, Initial Training and Continuous Professional Development of Personnel and Protection of Minors in Compulsory Education Regulation 2016) in its recruitment process.

1. The Permanent Secretary, Ministry for Education invites applications for the position of Supply Learning Support Educator (SLSE) in the Ministry for Education to serve in Malta and/or Gozo for a definite period, as and when required.

Duration of assignment and Conditions

2.1. A selected candidate will enter into a one (1) scholastic year assignment or less as SLSE in the Ministry for Education, which may be renewed for further periods.

2.2. The position of SLSE is subject to a probationary period of six (6) months.

2.3. Since this is a position of an entirely temporary nature and is governed by clause 1.5 of the Memorandum of Understanding signed between the Government of Malta and the Malta Union of Teachers (MUT) on the 26th of May 2009, the position of SLSE constitutes an objective reason which falls under Regulation 7 (4) of Subsidiary Legislation 452.81 entitled "Contracts of Service for a Fixed Term Regulations".

2.4. An officer holding a position of a definite nature (i.e. with objective reason), who is in the last (4) months of his/her definite term, may apply laterally, even if the advertised position carries the same specialisation that s/he currently holds.

2.5. Accepting appointment in this position signifies that any pending applications within the Public Service are automatically considered renounced, unless the latter are applications for SAAC positions or applications for a definite position when the officer concerned holds an indefinite appointment.

Salary pegged to the position

3.1. The Salary attached to the position of SLSE is equivalent to the minimum of Salary Scale 15 which in year 2021 is €15,263 per annum.

3.2. An appointee will be entitled to such other benefits and subject to such other conditions and obligations as may be stipulated in any pertinent agreement between the Government and the competent Union.

Duties

4. The job duties for the position of SLSE may be viewed in Annex A attached to this Circular.

Eligibility Requirements

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

- i.
 - a. citizens of Malta; **or**
 - b. citizens of the other Member States of the European Union who are entitled to equal treatment to 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"; or
 - f. in possession of a residence document issued in terms of the "Residence Status of United Kingdom Nationals and their Family Members in Malta in accordance with the Agreement on the Withdrawal of the United Kingdom and Northern Ireland from the European Union and the European Atomic Energy Community Regulations".

The advice of the Citizenship Unit within Community Malta Agency and the Expatriates Unit within Identity Malta Agency should be sought as necessary in the interpretation of the above provisions.

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

ii. able to communicate in the English and Maltese languages; AND

iii. in possession of a recognised qualification (Degree) at MQF Level 6 (subject to a minimum of 180 ECTS/ECVET credits, or equivalent*) or a comparable qualification; OR

iv.

(a) in possession of a recognised qualification (Diploma) at MQF Level 5 (subject to a minimum of 60 ECTS/ECVET credits, or equivalent*) in Inclusive Education or Early Childhood Education & Care or Health & Social Care or Hospitality or Administrative & Secretarial or a comparable qualification; AND

(b) have four (4) passes at Ordinary level "O" Level grade A-C) and/or Secondary Education Certificate (SEC grade 1-5) at MQF Level 3, or a recognised comparable** qualification, which must include Maltese, English Language, Mathematics and any other subject. OR

v.

(a) in possession of a recognised qualification (Certificate) at MQF Level 5 (subject to a minimum of 30 ECTS/ECVET credits, or equivalent*) in Inclusive Education or Early Childhood Education & Care or Health & Social Care or Hospitality or Administrative & Secretarial or a comparable qualification; AND

(b) have four (4) passes at Ordinary level "O" Level grade A-C) and/or Secondary Education Certificate (SEC grade 1-5) at MQF Level 3, or a recognised comparable** qualification, which must include Maltese, English Language, Mathematics and any other subject. OR

vi.

(a) in possession of a recognised qualification at MQF Level 4 (subject to a minimum of 120 ECTS/ECVET credits, or equivalent*) in Early Childhood Education & Care or Health & Social Care or Hospitality or Administrative & Secretarial or a comparable** qualification; AND

(b) have four (4) passes at Ordinary level "O" Level grade A-C) and/or Secondary Education Certificate (SEC grade 1-5) at MQF Level 3, or a recognised comparable** qualification, which must include Maltese, English Language, Mathematics and any other subject. OR

vii.

(a) in possession of any subject at Advanced Matriculation Level "A" Level (A-E) recognised qualifications at MQF Level 4; AND

(b) have four (4) passes at Ordinary level "O" Level grade A-C) and/or Secondary Education Certificate (SEC grade 1-5) at MQF Level 3, or a recognised comparable** qualification, which must include Maltese, English Language, Mathematics and any other subject.

* In the absence of documentary evidence as to the ECTS/ECVET credits or other system of measuring the course content, the selection board is to evaluate the submitted programme of study and determine that it is comparable to 30/60/120/180 ECTS/ECVET credits (as applicable). The advice of the MQRIC may be sought.

** Comparability with Ordinary level "O" Level grade A-C) and/or Secondary Education Certificate (SEC grade 1-5) at MQF Level 3 will only be considered if a transcript of qualification is provided showing all components have been covered of the required "O" level syllabus, with the minimum number of hours required for an "O" level and that this qualification is at an MQF Level 3 or higher. The advice of the MFHEA may be sought.

viii. Public Officers applying for this position must be confirmed in their current appointment.

5.2. (i) Qualifications at a level higher than that specified above will be accepted for eligibility purposes, provided they meet any specified subject requirements. A Masters qualification at MQF Level 7, or equivalent, must comprise a minimum of 60 ECTS/ECVET credits, or equivalent*.

* In the absence of documentary evidence as to the ECTS/ECVET credits or other system measuring the course content, the selection board is to evaluate the submitted programme of study and determine that it is comparable to 60 ECTS/ECVET credits. The advice of the MQRIC may be sought.

(ii) Moreover, candidates who have not yet formally obtained any of the above-mentioned qualifications will still be considered. Such candidates are to submit evidence that they have been approved for the award of the qualification in question.

(iii) Furthermore, candidates who are currently following a recognised programme of study at a higher MQF level than that requested above will also be considered. Such candidates are to submit evidence that they have successfully completed the necessary ECTS/ECVETS credits, or equivalent, and attained the required MQF level, by the closing time and date of the call for applications.

5.3. Applicants must be of conduct which is appropriate to the post applied for. In the case of applicants who are already in the Malta Public Service, the GP 47 is to be requested by HR Unit of the ministry /department issuing the call for application from the Director responsible for HR where applicants are serving, while those applying from outside the Public Service 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 and state whether they have ever been in Government Service, giving details.

5.4. Applicants must be eligible to take up their due appointment, in terms of 5.1 to 5.3 above, not only by the closing time and date of this call for applications but also on the date of appointment.

5.5. Applicants are obliged to immediately inform the Selection Board (if result has not yet been published, in which case the application should be withdrawn by the applicant) or the HR Unit within the issuing ministry / department (if result has been published) upon any change in the status of their appointment from the date of submission of their application until the closing date, or upon being called for appointment as a result, of this call for application, as the case may be. Non-observance of this instruction may lead to disciplinary action. On its part, at the start of the interview, the Selection Board will request the candidate to declare any changes in status of his/her current appointment from the date of submission of application.

5.6. Prospective 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 call for applications (see link below).

Submission of Supporting Documents

6.1. Qualifications and experience claimed must be supported by certificates and/or testimonials, copies of

which are to be scanned and sent through the Education Recruitment Portal (<https://edurecruitment.gov.mt>).

6.2. Original certificates and/or testimonials are to be invariably produced for verification at the interview.

Selection Procedure

7.1. Eligible applicants will be assessed by a Selection Board to determine their suitability for the position. The maximum mark for this selection process is 400 and the pass mark is 200.

7.2. Due consideration will be given to applicants who, besides the requisites indicated in paragraphs 5.1 to 5.5, have proven relevant work experience.

Submission of Applications

8.1. Applications are to be submitted, for the attention of the Ministry for Education through the Online Education Recruitment Portal **only** on <https://edurecruitment.gov.mt>. Applications are to include a Curriculum Vitae (which should include a list of qualifications held by applicant). Those applying from outside the Public Service must produce a Certificate of Conduct which has been issued not earlier than one (1) month from the date of application, in PDF format, which are to be uploaded through the Portal.

The closing date of the receipt of applications is **17:15 hrs (Central European Time) of Monday, 29th November, 2021**. A computer-generated e-mail will be sent as an acknowledgement of the application. Further details concerning the submission of applications are contained in the general provisions referred to below.

8.2. However, should the order of merit list be exhausted and new vacancies arise, other applicants may be interviewed without recourse to a new call for applications, provided they would have submitted their application by **17:15 hrs (Central European Time) of Thursday, 30th June 2022**.

8.3. It is the responsibility of the applicants not to leave until the last thirty (30) minutes for submission of their application.

8.4. Applications which are received after closing date and time (i.e. late applications) are not allowed.

8.5. Applicants are granted up to two (2) working days after closing date or up to two (2) working days from date of notification, whichever is the later, to submit any incorrect or incomplete or missing documents.

Other General Provisions

9. Other general provisions concerning this call for applications, with particular reference to:

- applicable benefits, conditions and rules/regulations;
- reasonable accommodation for registered persons with disability;
- the submission of recognition statements in respect of qualifications;
- the publication of the result;
- the process for the submission of petitions concerning the result;
- medical examination;
- access to application forms and related details;
- retention of documents

may be viewed by accessing the website of the People & Standards Division at the address <https://recruitmentintra.gov.mt/generalprovisions/GeneralProvisionsEN.pdf>.

These general provisions are to be regarded as an integral part of this call for applications.

