

Ministry for Education

POSITION OF SUPPLY TEACHER 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 Educations Regulations 2016) in its recruitment process.

1.1. The Permanent Secretary, Ministry for Education (MFED) invites applications for the position of Supply Teacher within the Ministry for Education.

1.2. Applicants may wish to apply for the position of Supply Teacher in:

- Secondary/Post-Secondary Education (Information and Communication Technology) (ICT)

1.3. A selected candidate whose main area of specialisation is any of the subjects taught at Secondary and/or Post-secondary level in clause 1.2 above may also be required to teach the respective subject in Learning Support Centres and/or schools offering Alternative Learning Programmes.

1.4. A selected candidate who is engaged to teach the Migrant Induction Programme may be required to teach more than one subject within the programme.

1.5. If a subject which is currently taught at a particular cycle and starts being taught at a different cycle, a selected candidate may be deployed accordingly.

1.6. A selected candidate may be required to undergo any special training as deemed necessary.

Duration of assignment and Conditions

2.1. A selected candidate will be engaged as a Supply Teacher within MFED. The engagement will be on the basis of a definite contract for one (1) scholastic year or less, which may be renewed for further periods.

2.2. Termination of the contract of employment is determined by arriving at a specific date or through the occurrence of a specific event, such as, but not only, the employment of a qualified teacher, the return to employment of a qualified teacher and /or the decrease in need of the number of teachers in a particular cycle/subject/area, or any other provisions, whichever is earlier.

2.3. The position of Supply Teacher in Scale 9 and Scale 10 is subject to a probationary period of twelve (12) months and in Scale 12 is subject to a probationary period of six (6) months.

2.4. 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 on the 26th of May 2009, the position of Supply Teacher falls under terms of Regulation 7 (4) of Subsidiary Legislation 452.81 entitled "Contracts of Service for a Fixed Term Regulations".

2.5. School days, hours and holidays shall be as established in the "Agreement between the Government of Malta and the Malta Union of Teachers" signed on the 21st December 2017.

2.6. 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.

2.7. 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 Supply Teacher shall be as follows:

(a) Supply Teachers who are recruited in terms of paragraphs 5.1(iii) below (Category A result list in terms of paragraph 7.2 below) will be paid the minimum of Salary Scale 9, which in 2021 is €22,633 per annum if working on a full-time basis or a pro rata hourly rate according to the minimum of salary scale 9 if working on a part-time basis and an annual allowance of €650 or on a pro-rata basis, if employed for less than one scholastic year;

(b) Supply Teachers who are recruited in terms of paragraphs 5.1(iv) (Category B result list in terms of paragraph 7.2 below) will be paid the minimum of Salary Scale 10, which in 2021 is €21,267 per annum if working on a full-time basis or a pro rata hourly rate according to the minimum of Salary Scale 10 if working on a part-time basis and an annual allowance of €625 or on a pro-rata basis, if employed for less than one scholastic year;

(c) Supply Teachers who are recruited in terms of paragraphs 5.1(v) (Category C result list in terms of paragraph 7.2 below) will be paid the minimum of Salary Scale 12, which in 2021 is €18,724 per annum if working on a full-time basis or a pro rata hourly rate according to the minimum of Salary Scale 12 if working on a part-time basis and an annual allowance of €575 or on a pro-rata basis, if employed for less than one scholastic year.

3.2. Supply Teachers will also be entitled to the annual bonus and the weekly income supplement, both in full if working on a full-time basis or on a pro-rata basis according to the number of contact and non-contact hours worked if working on a part-time basis, provided however that these are not already being enjoyed by him/her under any of the provisions of the Social Security Act.

Duties

4. The job duties for the position of Supply Teacher 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 Maltese and English languages;

Category A

(iii)

(a) in possession of a recognised teaching qualification (Master’s in Teaching and Learning) at MQF Level 7 (subject to a minimum of 120 ECTS/ECVET credits or equivalent* which includes 20 ECTS/ECVET credits or equivalent* in teaching practice) or a comparable qualification in the cycle/subject/area applied for; OR

(b) in possession of a recognised teaching qualification at MQF Level 6 (subject to a minimum of 240 ECTS/ECVET credits or equivalent* which includes 16 ECTS/ECVET credits or equivalent* in teaching practice and 8 ECTS/ECVET credits or equivalent* in school experience) or a comparable qualification in the cycle/subject/area applied for; OR

(c) in possession of a recognised qualification at MQF Level 6 (subject to a minimum of 180 ECTS/ECVET credits or equivalent*) and a recognised qualification in pedagogy at MQF level 6 (subject to a minimum of 60 ECTS/ECVET credits or equivalent* which includes 12 ECTS/ECVET credits or equivalent* in teaching practice and 6 ECTS/ECVET credits or equivalent* in school experience) or a comparable qualification in the cycle/subject/area applied for; OR

(d) in possession of recognised qualification at MQF level 6 (subject to a minimum of 180 ECTS/ECVET credits or equivalent*) in any subject, in addition to a recognised (Masters) qualification at MQF level 7 (subject to a minimum of 60 ECTS/ECVET credits or equivalent*) or a comparable qualification in the cycle/subject/area applied for; OR

(e) in possession of any of the requisites in paragraphs 5.1(iii) (a), (b), (c) and (d) above, but not in the subject/area applied for, on condition that they are in possession of an Advanced Matriculation Level (minimum Grade E), or a recognised qualification at MQF Level 4 (subject to a minimum of 120 ECTS/ECVET credits or equivalent*) in the subject/area applied for;

(f) All the applicants applying under paragraph 5.1(iii) above would need to be eligible for a Teacher’s Warrant (Permanent) issued by the Council for the Teaching Profession (CTP) under article 24 (2) of the Education Act.

Any reference to a Teaching Qualification or a pedagogical qualification/course mentioned above is required to be as indicated in the table found in Appendix A and is required to be deemed as comparable by the CTP in terms of article 24 (2) (d) (iv) of the Education Act. Holders of a Bachelor of Education or a PGCE or MTL awarded by the University of Malta are exempt from presenting such a comparability statement.

A table of recognised teaching qualification or pedagogical course (Appendix A) mentioned above, may be viewed by accessing the following link:

<https://education.gov.mt/en/vacancies/Documents/Appendix%20A%20-%20Recognised%20Teaching%20qualifications%202021.pdf>.

Category B

(iv)

in the absence of applications from eligible applicants according to paragraph 5.1(iii) above and/or in the absence of successful candidates, eligibility shall be extended to applicants in possession of:

(a) a recognised qualification at MQF level 6 (subject to a minimum of 180 ECTS/ECVET credits or equivalent*) in addition to a recognised (Masters) qualification at MQF level 7 (subject to a minimum of 60 ECTS/ECVET credits or equivalent*) or a comparable qualification in the cycle/subject/area applied for; OR

(b) a recognised qualification at MQF level 6 with a minimum of 180 ECTS/ECVET credits or equivalent*) or a comparable qualification in the cycle/subject/area applied for; OR

(c) any of the qualifications mentioned in paragraph 5.1(iv) (a) or (b) above, but not in the subject/area applied for, on condition that they are in possession of an Advanced Matriculation Level at MQF Level 4 (minimum Grade E) or a recognised qualification at MQF Level 4 (subject to a minimum of 120 ECTS/ECVET credits or equivalent*) or a recognised appropriate comparable qualification in the related subject/area applied for.

Category C

(v)

in the absence of applications from eligible applicants according to paragraphs 5.1(iii) and (iv) above and/or in the absence of successful candidates, eligibility shall be extended to applicants in possession of:

(a)

(i) a recognised Higher/Advanced Diploma at MQF level 5 (subject to a minimum of 60 ECTS/ECVET credits or equivalent*) in the subject/area applied for or a comparable qualification; AND

(ii) four (4) passes at Ordinary Level ("O" Level grade A-C) and/or Secondary Education Certificate (SEC grade 1-5) (MQF Level 3), or a recognised comparable qualification, which must include English Language, Maltese Language and Mathematics; OR

(b)

(i) two (2) subjects at Advanced Matriculation Level (minimum grade E) (MQF Level 4) or a recognised appropriate comparable qualification, where one (1) of the Advanced Matriculation Level (minimum grade E) or an Award at MQF Level 4 (subject to a minimum of 30 ECTS/ECVET credits or equivalent*) or a recognised appropriate comparable qualification, must be in the subject/area applied for; AND

(ii) four (4) passes at Ordinary Level ("O" Level grade A-C) and/or Secondary Education Certificate (SEC grade 1-5) (MQF Level 3), or a recognised comparable qualification, which must include English Language, Maltese Language and Mathematics; OR

(c)

(i) an MQF Level 4 qualification (subject to 120 ECTS/ECVET credits or equivalent*) or an appropriate comparable qualification in the subject/area applied; AND

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

*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 6/8/12/16/20/30/60/120/180/240 ECTS/ECVET credits (as applicable). The advice of the MQRIC may be sought.

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.

(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 in paragraph 9.1). Teaching qualifications not issued by the University of Malta are required to be deemed as comparable by the CTP in terms of article 24 (2) (d) (iv) of the Education Act.

5.7. All applicants applying under paragraphs 5.1 above are to apply for a temporary warrant through the following link:

<https://education.gov.mt/en/teachingprofession/Pages/CTP.aspx>. The temporary warrant always expires on 31st August and must be renewed every school year.

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 edurecruitment 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 800 and the pass mark is 400. As part of the interview eligible applicants are expected to:

- a. give a 5 to 7 minute digital presentation in English showing the ability to demonstrate mastery in pedagogy and assessment in an inclusive environment in the subject/area/cycle applied for.
- b. Show professional knowledge, competences and attitudes through case study/studies and a series of questions in Maltese.

7.2. A successful candidate who applies in terms of paragraphs 5.1(iii) above, will be put on an order of merit list named Category A. Those applying in terms of paragraphs 5.1(iv) will be put on a order of merit list named Category B and those applying in terms of paragraphs 5.1(v) will be put on a order of merit list named Category C.

7.3. Successful candidates who apply in terms of paragraphs 5.1(iii) above, will be given preference over successful candidates who apply in terms of paragraphs 5.1(iv) above and these in turn be given preference over successful applicants who apply in terms of paragraphs 5.1(v) above. Hence, applicants applying under paragraphs 5.1(iii), (iv) and (v) will only be considered once the order of merit of Category A referred to in paragraph 7.2, has been exhausted and if vacancies still exist.

7.4. Consequently, separate result lists will be published according to the order of merit pertaining to the cycle/subject/area mentioned in paragraph 1.2 above, and in accordance with section 5.1, and paragraphs 7.2 and 7.3. The result list will remain valid for two years from date of publication or until the result list is exhausted, whichever is earlier.

Submission of Applications

8.1. Applicants may apply for more than one subject, by applying separately for every subject/cycle/area.

However, it is the prerogative of MFED to select under which option to offer employment to the selected candidates, according to the exigencies of the Malta Public Service and MFED.

8.2. 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 Friday, 08th April, 2022**. 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.

8.3. However, due to the exigencies of MFED, the selection process will initially consider, applications received by **13:30 hrs (Central European Time) of Monday, 23rd August 2021**. Successful candidates in every cycle/subject/area will be placed in an order of merit list which will remain valid for two years from the date of publication or until the result list is exhausted, whichever is earlier.

However, should the order of merit list be exhausted as a result of additional vacancies in the cycle/subject/area mentioned in paragraph 1.2, other applicants may be assessed without recourse to a new call for applications, provided they would have submitted their application by **17:15 hrs (Central European Time) of Friday, 08th April 2022**. Should you require assistance with the application kindly contact Edu Servizz.gov on telephone number 153.

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

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

8.6. 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.

8.7. Applicants who are offered employment with MFED must submit an online temporary warrant application or renew their temporary warrant through the following link:

<https://education.gov.mt/en/teachingprofession/Pages/CTP.aspx>.

The temporary warrant always expires on 31st August and must be renewed every school year.

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.