MINISTRY FOR EDUCATION AND EMPLOYMENT

POST OF SENIOR EDUCATION SUPPORT PRACTITIONER (SOCIAL EMOTIONAL BEHAVIOURAL DIFFICULTIES) WITHIN THE MINISTRY FOR EDUCATION AND EMPLOYMENT

(as per Ministry’s HR plan for the year 2018)

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

_Nomenclatures importing the male gender include also the female gender._

1.0 Introduction

1.1 The Permanent Secretary, Ministry for Education and Employment (MEDE) invites applications for the post of Senior Education Support Practitioner (Social Emotional Behavioural Difficulties (SEBD) within the Ministry for Education and Employment.

2.0 Terms and Conditions

2.1 This appointment is subject to a probationary period of twelve (12) months.

2.2 The salary for the post of Senior Education Support Practitioner (SEBD) is Salary Scale 8, currently, €21,951.00 per annum, rising by annual increments of €486.83 up to a maximum of €24,872.00.

3.0 Duties

3.1 The duties of Senior Education Support Practitioner (SEBD) include:

   i. receive referrals from schools for consultation on situations of students who are manifesting challenging behaviour

   ii. offer hands-on practical measures to class teachers and other school staff about effective ways of supporting students who manifest challenging behaviour.

   iii. coordinate training programmes for schools

   iv. coordinate and manage national screening programmes to assist in the design of early intervention programmes for students.

   v. observe students in class so as to be able to make suggestions to the school staff on effective measures that can be implemented.
vi. work with groups of students when necessary on issues of challenging behaviour.

vii. receive referrals from schools when it is decided that a student should enter a learning zone or learning centre.

viii. manage the assessment process, consult with the schools and parents/carers and with the students so as to make recommendations whether the students’ needs may be catered for in a learning zone or a learning centre.

ix. offer hands-on support and consultation with staff working in learning support zones or learning support centres.

x. participate in research and projects as required.

xi. performing any other duties according to the exigencies of the Public Service, as directed by the Principal Permanent Secretary.

4.0 Eligibility requirements

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

(i) (a) citizens of Malta; or

(b) citizens of 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”. 
The advice of the Department of Citizenship and Expatriate Affairs within the 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 license 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 both the English and Maltese languages;

(iii) are in possession of: a recognised Masters’ qualification at MQF Level 7 (subject to a minimum of 60 ECTS/ECVET credits or equivalent with regards to programmes commencing as from October 2008) in Social, Emotional and Behavioural Difficulties or in Social Sciences related to Learning Difficulties and/or Disabilities, or a professional comparable qualification issued by an institution of higher education duly recognised by the Education Authorities.

4.2 Qualifications at a level higher than that specified above will be accepted for eligibility purposes, provided they meet any specified subject requirements.

Moreover, candidates who have not yet formally obtained any of the above-mentioned qualifications will still be considered, provided that they submit evidence that they have been approved for the award of the qualifications in question, or successfully completed the necessary ECTS/ECVET credits, or equivalent, taken as part of a recognized MQF level program of study, as required in the afore-mentioned eligibility criteria or higher, by the closing time and date of the call for applications.

4.3 Public Officers holding a grade in a particular stream, and who were granted Officer in Scale status by virtue of a Grievances Unit decision in the same scale as that of a higher grade in that stream, are eligible to apply for grades open to officers holding such higher grade within the stream that carries the same scale as that of the Officer in Scale status.

The years of service since the effective date of appointment as Officer in Scale are reckonable for the purpose of satisfying any requisite years of service stipulated in calls for applications.

Any other eligibility requisites for the post must be met in terms of this call for applications.

4.4 Applicants must be of conduct which is appropriate to the post applied for (applicants who are already in the Malta Public Service must produce a Service and Leave Record Form (GP 47); those applying from outside the 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).

4.5 Applicants must be eligible to take up their due appointment, in terms of 4.1 to 4.4 above, not only by the closing time and date of this call for applications but also on the date of appointment.

4.6 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).

5.0 Submission of supporting documentation

5.1 Qualifications and/or experience claimed must be supported by certificates and/or testimonials, copies of which should be uploaded on the edurecruitment portal: [https://edurecruitment.gov.mt](https://edurecruitment.gov.mt) when you apply. Diploma/Degree/Post-Graduate certificates or comparable qualifications must be accompanied by a transcript (Diploma/Certificate supplement) in English, showing the Degree obtained and the final classification.

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

6.0 Selection procedure

6.1 Eligible applicants will be assessed by a Selection Board to determine their suitability for the post. The maximum mark for this selection process is 100 and the pass mark is 50.

6.2 Due consideration will be given to applicants who, besides the requisites indicated in paragraphs 4.1 - 4.3, have proven relevant work experience.

7.0 Submission of applications

7.1 Applications together with an updated service and leave record form (GP47) in the case of Public Officers, and a summary of qualifications and experience in the curriculum vitae are to be submitted through the online education recruitment portal ONLY at the following address [http://edurecruitment.gov.mt](http://edurecruitment.gov.mt) by not later than noon (Central European Time) of Tuesday, 27th March 2018. An automatic receipt will be sent to your e-mail informing you that your application was submitted successfully. Should you require assistance with the application kindly contact Customer Care on telephone numbers 2598 and ext 2463/2461/2467/2334/2437/2436/2455.

7.2 Applicants are strongly advised not to wait until the last day to submit their applications since heavy internet traffic or a fault with the internet connection could
lead to difficulties in submission. MEDE cannot be held responsible for any delay due to such difficulties.

7.3 Further details concerning the submission of applications are contained in the general provisions referred to below.

8.0 **Other general provisions**

8.1 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;
- submission of recognition statements in respect of qualifications;
- publication of the result;
- medical examination;
- the process for the submission of petitions concerning the result;
- access to application forms and related details (not applicable in view of paragraph 7.1);
- retention of documents;

may be viewed by accessing the website of the People and Standards Division at the address