

Guidelines for Applicants

ETBI/Instructional Leadership Programme is delighted to partner with **Co Donegal Education Centre** to train a group of primary teachers as ‘Train the Trainers’ who in turn will deliver the Instructional Leadership Programme in Education Centres, as a summer and evening course (July ’19) for the Primary School Sector and to support local projects.

Information on the Instructional Leadership Programme is available on www.instructionalleadership.ie

Application Process:

- All applicants must complete the official Application Form.
- A 5-minute video, showing the applicant facilitating the learning of a group of peers must accompany the application form.

Approval:

The applicant must seek the approval of the Principal/BOM in advance of applying, as participating in the programme necessitates the absence from school for five days in October 2018, five days in March 2019 and one day in May 2019.

- 1st – 5th October 2018
- 4th – 8th March 2019

Programme Delivery:

- The programme is a residential based programme and successful candidates are required to stay in the hotel.
- The cost of accommodation and food is included in the programme cost.

Venue:

Mount Wolseley Hotel Resort,
Tullow,
Co. Carlow.

Dates:

Session 1: 1st – 5th October 2018
Session 2: 4th – 8th March 2019

May 2019 (Date to be confirmed)

Programme Costs:

- Co Donegal Education Centre will cover the full cost of training (approx. €1800) as well as; -
 - Substitution costs &
 - Travel costs at the training rate.
- Please note this programme is not recognised for the *Teacher Fee Refund Scheme*.

Programme Certification:

- ETBI/Instructional Leadership Programme will certify the completion of the programme. Please note that this certification is not recognised for the purposes of the National Qualifications Framework.
- Participants are only certified on completion of all modules and attendance on all days.

Guidelines for completing the Application Form

Introduction:

The application process is based on a Competency Based Process. All applicants are asked to demonstrate the following skills:

- Leader of Teaching and Learning
- Leader of People and Teams
- Leader of School Development
- Organisational Skills
- Communication Skills
- Self-Awareness and Self-Management

Demonstrating the Skills:

It is advised that you consider the STAR Model when answering the questions, both in the Application Form and at Interview, if called.

S – Outline a situation you your involved in or

T – Outline a task you were involved in.

A – Outline the action you took.

R – Outline the result of your action

It is also advised that you consider different Situations/Tasks to demonstrate the different skills.

Five-minute Video

Applicants are required to submit a five-minute video of showing him/her facilitating the learning of a group of peers. This video must accompany the completed Application Form.

Guidance:

- You must be central to the teaching process and easily identifiable in the footage.
- It should demonstrate you both, presenting and facilitating.
- The audience must be peers, a video showing students will be eliminated.
- Any topic can be covered.

If short-listed for interview, you may be requested to bring the resources you used to show the Interview Panel.

Receiving Address:

Please return completed application to:

The Director, Co Donegal Education Centre, Floors 2/3, Pier One, Quay Street, Donegal Town or to director@donegaledcentre.ie

Remember to include the five-minute video

Closing Date:

27th April 2018