

Tralee Community Training Centre: Instructor (Part Time) x 2 **(<https://www.activelink.ie/node/109484>)**

Instructor (2 x Part-Time Permanent Pro Rata)

Tralee Community Training Centre CLG, funded by Kerry Education & Training Board, are seeking to fill two positions for Literacy & Numeracy Instructors. These roles involve delivering training to early school leavers aged 16 to 21.

Key Responsibilities:

- Provide Literacy and Numeracy support
- Deliver Training programmes and QQI Certification at Level 3 & 4
- Develop relevant support materials
- Foster Personal and Professional development of learners
- Administer, develop and plan courses
- Perform other relevant duties as appropriate

Requirements:

- Strong communication, presentation and facilitation skills
- Recognised 3rd Level Degree
- At least 2 years' experience in industry
- Strong IT skills
- Ability to deliver flexible training options
- Knowledge of Further Education & Training
- Excellent teamwork skills

Desirable Skills

- English Language Support
- Career Guidance

Salary Scale: A salary scale is associated with this post.

Please see full Job Description attached below.

Application Process:

Please submit a cover letter and CV, marked Private & Confidential, to :-

General Manager,
Tralee CTC,
Monavalley Business Park,
Tralee,
Co. Kerry,
V92 V9VC.

Applications can also be emailed to info@traleectc.ie (<mailto:info@traleectc.ie>).

Applicants must satisfy the CTC Garda vetting process as a condition of employment.

Closing Date: Applications must be received by 9am on Monday, July 29th, 2024. The expected start date for this position is early September. Late applications will not be considered, and shortlisting may apply. Canvassing will disqualify.

Region

Tralee, Co Kerry

Date Entered/Updated

11th Jul, 2024

Expiry Date

29th Jul, 2024

Attachment**Size**

[Literacy & Numeracy Instructor - Job Description.doc](#)

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Source URL: <https://www.activelink.ie/vacancies/education-training/109484-tralee-community-training-centre-instructor-part-time-x-2>