

## **South Dublin County Partnership: Employability English Language Tutor (<https://www.activelink.ie/node/110928>)**



South Dublin  
County Partnership  
Páirtíocht Chontae  
Átha Cliath Theas

### **Employability English Language Tutor**

#### **Who we are...**

South Dublin County Partnership works with people who are socially excluded or at risk of becoming so and promotes social cohesion and labour market participation, focusing on the most disadvantaged areas. This is achieved through various integrated activities in Education, Training, Job Placement, Early Childhood Services, Enterprise Support, and Community Development Programmes. South Dublin County Partnership is an equal opportunity employer and values the unique perspectives and experiences that applicants from diverse backgrounds bring.

#### **About the programme: Preparation for work – English Language support.**

As part of our aim to promote social cohesion and labour market participation, South Dublin County Partnership wish to contract a qualified English for Speakers of Other Languages (ESOL) tutor on a temporary basis to deliver an 8-week programme English language skills for Employability programme.

This pilot programme is part of a suite of services on offer to International Protection applicants residing in South County Dublin and is designed to significantly improve the employment prospects of our clients and enable them to secure and maintain employment.

This course aims to introduce the learner to knowledge, skills and competence needed by speakers of other languages to enter the workplace in Ireland, and/or to progress their education in Ireland. In addition to English language, this course builds on self-confidence, interpersonal skills, intercultural skills, job finding skills, and other important workplace and work practice skills. On successful completion of ESOL, learners can take up free industry certified training in an area of interest.

#### **Programme Specifics:**

**Duration of the Programme:** September – November 2024 (8-week programme)

Monday & Thursday

**Times:** 9.30 am to 1.30 pm

**Number of hours each week:** 8 hours

**Total number of contracted hours:** 64 hours

**Venue:** Tallaght area

**Number of learners:** 15

**General Role Description-** English Language Tutor / (This is not an accredited course).

#### **Qualifications**

- Minimum - NFQ Level 7 in a relevant subject area and relevant teaching qualification to level **€AND** ESOL, ACELS or equivalent ELT qualification.
- Proven experience in developing and delivering ESOL-focused programmes of education for adults.

## Essential Skills

- Experience of teaching English for speakers of other languages at QQI level 1-3.
- Excellent communication and interpersonal skills
- ICT skills
- Fluency in English

## Services required under this short-term contract

- Design and delivery of an effective ESOL programme with a focus on Employability
- Source and prepare appropriate course materials for use in adult learning/ESOL
- Produce supporting documentation including scheme of work, assessment briefs and marking schemes as required.
- Apply a range of assessment techniques suitable to learner groups.
- Carry out relevant administrative tasks including accurate and up to date attendance records and daily reports.
- Participate in programme reviews as required.
- Any other duties as required to ensure the successful delivery of the programme.

## Payment for service

- SDC Partnership will provide funding of € 50.00 per hour. This funding covers time spent in planning and preparing and other duties necessary for the effective delivery of the programme.
- Receipt of a tax clearance certificate or letter stating you will comply with all aspects of the tax system.
- Receipt of invoice
- The funding will be paid in two instalments as follows:
  - 50%** on receipt of a signed copy of a contract for services, agreed schemes of work and lesson plans returned to SDC Partnership.
  - 50%** on satisfactory completion of the programmes, assessment of students and submission of evaluations/reports, as required.

## Application Process

Suitable applicants must send an application form accompanied by a cover letter (no more than one A4 sheet) and an up-to-date CV (no more than two pages), paying particular attention to the qualifications required and essential skills listed, your suitability and why you are appropriate for the post in question. Please provide two referees' names, addresses, occupations and contact details. (Contact will not be made without prior notification to you). Please note that no individual correspondence will be entered into.

Applications should be sent by email to [jobs@sdcpartnership.ie](mailto:jobs@sdcpartnership.ie) (<mailto:jobs@sdcpartnership.ie>).

**Ref: 156/2024 ESOL Employability Programme**

Closing Date: **Wednesday 25th September 2024 @ 5.00pm**

## Selection Process

Candidates are required to attend for interview. It is envisaged that a decision will be made and successful applicants will be informed within one week of this meeting.



### Region

Tallaght, Dublin

### Date Entered/Updated

16th Sep, 2024

**Expiry Date**

25th Sep, 2024

**Attachment****Size**

[156 Application Form Tutor  
Panel.docx](#)

525.98  
KB

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