

PUBLIC NOTICE

CONTRACT FOR SERVICES IN THE EDUCATION & EMPLOYMENT DIRECTORATE

The Education and Employment Directorate is urgently seeking interest from persons who are able to offer contractual services as a Temporary Teaching Assistant within the Primary sector. This contract for services is being advertised locally and some of the main duties will include:

- Planning, preparing and evaluating programmes of work to cater for the learning needs of groups of pupils and/or individuals.
- Working with groups or individual pupils/students to support the teaching process including teaching SEN programmes of study.
- Responsible for evaluating the effectiveness of teaching and learning resources used for pupils learning.
- Actively involved with the preparation of individual pupil/group work plans.

The rate payable will be at £5.16 per hour.

Applicants should ideally have GCSEs in English and Maths at Grade C or above or equivalent qualification. Recent and relevant work experience would be desirable. The ideal candidate must be self-motivated, have good interpersonal skills and a sense of humor.

For further details and a list of duties, interested persons can contact Mrs Wendy Benjamin, Assistant Director, Schools on telephone no 22607 or email wendy.benjamin@sainthelena.gov.sh

The Education & Employment Directorate is committed to safeguarding and promoting the welfare of children and expects all staff to uphold these principles. All appointments are subject to a satisfactory medical check, references and vetting or DBS clearance. SHG reserves the right to have information provided on the application form independently verified.

Expressions of interest should be submitted to the Human Resources Officer at the Education Learning Centre or e-mail gillian.lithgow@sainthelena.gov.sh by no later than 4pm on Friday, 19 October 2018.

SHG positively accepts applications from all members of the community regardless of race, gender, disability, age, sexual orientation, religion or belief, and will consider all applications on the basis of merit, in accordance with the person specification. All disabled applicants meeting the minimum criteria will be guaranteed an interview.

Mrs. Shirley Wahler
Director of Education & Employment

5 October 2018