



Application Form

2025 / 2026 Music Generation Dublin City
Musician Educator
Fixed Term Contract Of Employment
Ref: MG25J

IMPORTANT NOTES:

- The Application Form must be **TYPED**. Boxes will expand as required.
- Handwritten forms will not be accepted.
- Please ensure you comply with maximum word count requirements.

APPLICANT NAME:

CLOSING TIME/DATE:

12:00 noon Friday 11th July 2025

1. PERSONAL DETAILS

First Name:	Surname:
Home Address:	Correspondence Address: (if different)
Home Phone Number:	Mobile Phone Number:
Email address: (this is the primary method of communication)	Eircode:
Have you an EU Passport or work permit to work in the Republic of Ireland	

PENSION/REDUNDANCY HISTORY:

Are you in receipt of a Pension and/or Redundancy in respect of previous public service employment?				
Education Sector (Tick ✓ as appropriate):	YES		NO	
Public Service (Tick ✓ as appropriate):	YES		NO	
If Yes, to either of the above please state type of Pension/Pension Strand and/or redundancy scheme if applicable				

Irish:				
Knowledge/Level of Irish: (✓)	Good	<input type="checkbox"/>	Fair	<input type="checkbox"/>
			Weak	<input type="checkbox"/>
<u>Please note:</u> "good" means being capable of performing the duties of office through the medium of Irish.				
Are you a fluent Irish Speaker: (✓)	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Qualifications in Irish: (✓)	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
If Yes please provide details: _____				

2. PRESENT POSITION

Please give details of your current position:		
Employer Name and Address:	Job Title/Grade:	Notice Period: <i>(how soon after an offer of appointment would you be in a position to take up employment?)</i>

3. QUALIFICATIONS

3.1 Primary Degrees/Diplomas Title:	
University/Institute/College:	
Degree or Equivalent(s) and Grade:	Awarding Body:
Year of Entry:	Year Qualified:
Subjects studied (please indicate first year and final year subjects):	

3.2 Post Graduate Degrees/Diplomas Title:	
University/Institute/College:	
Degree or Equivalent(s) and Grade:	Awarding Body:
Year of Entry:	Year Qualified:
Subjects studied (please indicate first year and final year subjects):	

3.3 Post Graduate Degrees/Diplomas Title:	
University/Institute/College:	
Degree or Equivalent(s) and Grade:	Awarding Body:
Year of Entry:	Year Qualified:
Subjects studied (please indicate first year and final year subjects):	

3.3 Other Skills Training/Courses relevant to this Post:				
Course Duration	Year completed	Title of Skills Training/Courses	Award	Training/Awarding Body

4. FORMAL/NON-FORMAL LEARNING

This may include IT upskilling, involvement in partnership committees/sub-committees, attendance at Seminars, representative role(s) and other professional development

5. MUSIC EDUCATOR EXPERIENCE: Demonstrate your experience in delivering vocal and / or instrumental music tuition to children and young people.

5.1 Please provide details of your work history beginning with the most recent position:

Dates (From/To):	Name & Address of Employer / Organisation:	Instrument / Vocal Tuition Activity:	Age- group	Reasons for Leaving:

Please give summary of main duties:

(Be clear about the specific responsibility you had, who you reported to and who you engaged with for each role or project in your career to date.)

Dates (From/To):	Name & Address of Employer / Organisation:	Instrument / Vocal Tuition Activity:	Age- group	Reasons for Leaving:

Please give summary of main duties:

(Be clear about the specific responsibility you had, who you reported to and who you engaged with for each role or project in your career to date.)

Dates (From/To):	Name & Address of Employer / Organisation:	Instrument / Vocal Tuition Activity:	Age- group	Reasons for Leaving:

Please give summary of main duties:

(Be clear about the specific responsibility you had, who you reported to and who you engaged with for each role or project in your career to date.)

Dates (From/To):	Name & Address of Employer / Organisation:	Instrument / Vocal Tuition Activity:	Age- group:	Reasons for Leaving:

Please give summary of main duties:

(Be clear about the specific responsibility you had, who you reported to and who you engaged with for each role or project in your career to date.)

6. OTHER RELEVANT EMPLOYMENT/PROJECTS IN MUSIC/PERFORMANCE MUSIC

EDUCATION: Demonstrate your experience in working with children and young people in any broader music education and/or relevant contexts.

6.1 Please provide details of relevant experience if not already provided under 'Employment History' above:

Dates (From/To)	Name & Address of Employer (or in the case of voluntary, work, name of organisation/group)	Nature of Employment	Reasons for Leaving

Please give summary of main duties:

(Be clear about the specific responsibility you had, who you reported to and who you engaged with for each role or project in your career to date.)

Dates (From/To)	Name & Address of Employer (or in the case of voluntary, work, name of organisation/group):	Nature of Employment:	Reasons for Leaving:

Please give summary of main duties:

(Be clear about the specific responsibility you had, who you reported to and who you engaged with for each role or project in your career to date.)

Dates (From/To)	Name & Address of Employer (or in the case of voluntary, work, name of organisation/group):	Nature of Employment:	Reasons for Leaving:

Please give summary of main duties:

(Be clear about the specific responsibility you had, who you reported to and who you engaged with for each role or project in your career to date.)

6.2 OTHER INFORMATION: Current Performance Projects, Achievements, Professional Development, Interests etc.

7. ADDITIONAL INFORMATION

7.1 Additional Information

This section is for you to outline why you would like to be part of the Musician Team of Music Generation Dublin City.
(Max 500 words)

7.2 Availability

Please insert a tick ✓ on the days and times that are you available to work:

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
9am – 2pm							
2pm – 6pm							
6pm – 10pm							

Are there any specific times of the year that you are unavailable to work? If Yes, please specify below:

8. REFERENCES

Please provide names, addresses and position/occupation of two people (other than relatives or friends) with knowledge of you and your work to whom professional reference can be made. One should be your current or most recent employer. *[Please note: your referees may be contacted without further communication with you].*

Present or most recent employer:

Name & Title:	Position Held:	Telephone/Mobile:
Full address:		

Other referee, (not a relative):

Name & Title:	Position Held:	Telephone/Mobile:
Full address:		

9. DECLARATION

If this section is not completed, your application will not be considered for processing.

Have you been investigated by the Gardaí, HSE, or your employer in relation to substantiated complaints made concerning your treatment of children? YES ☐ NO ☐

Were you the subject of any allegation of criminal conduct or wrongdoing towards any individual(s)?
YES ☐ NO ☐

Are you aware of any material circumstance in respect of your own conduct which touched/touches on the welfare of a minor? YES ☐ NO ☐

Are you aware of any material circumstance in respect of your own conduct which touched/touches on the welfare of an adult? YES ☐ NO ☐

If you tick Yes to any of the above, please provide details:

Please note that it is a fundamental term of your employment that you make appropriate full disclosure in respect of the questions outlined above. You should also note that if City of Dublin ETB is satisfied, in the future, that you have made an incomplete or inaccurate disclosure, you may face disciplinary action, up to and including dismissal.

City of Dublin ETB undertakes that all responses furnished by you in respect of the above questions will be treated as confidential, subject to any reporting obligations which may be imposed on City of Dublin ETB, pursuant to "Children First" published by the Department of Children and Youth Affairs, the Child Protection Procedures published by the Department of Education and Skills or pursuant to any legal obligation imposed on the centre to facilitate the effective investigation of crime.

In the event of your being recommended for appointment to this position City of Dublin ETB is obliged to comply with the terms of current DES Circular Letters.

City of Dublin ETB policy is that all newly appointed staff will be vetted via An Garda Síochána and that the outcome of the vetting will be considered in the light of City of Dublin ETB vetting policy. This applies in respect of all appointments in City of Dublin ETB settings.

10. DECLARATION AND SIGNATURE

CANVASSING (DIRECTLY or INDIRECTLY) WILL DISQUALIFY

I declare that the information that I have given in this application is true and correct. I understand that should any information prove false or inaccurate, City of Dublin ETB reserves the right to withdraw any offer of employment. The interview selection board may wish to check any of the details you have provided, in advance of interview. I understand that in the event of being offered a position, City of Dublin ETB may make enquiries with relevant third parties in relation only, to child welfare or criminal matters.

PLEASE TYPE YOUR NAME AS DECLARATION THAT THE INFORMATION GIVEN IN THIS APPLICATION IS TRUE & CORRECT

PLEASE TYPE YOUR NAME HERE: | |

DATE: | |



APPLICANTS SHOULD NOTE THE FOLLOWING:

If you have any queries, please contact the Music Generation Dublin City office at kieran.mcguinness@musicgen.cdetb.ie or contact City of Dublin ETB Recruitment at applications@cdetb.ie

- Please note that it is the responsibility of the applicant to ensure that all applications are received on time. Any technical difficulties encountered by the sender when forwarding applications are not the responsibility of the City of Dublin ETB. Therefore candidates are strongly advised to submit applications well before the 12 noon deadline on the specified closing date.
- Your application will be assessed on the information you submit. Please ensure all sections are completed fully and accurately, giving clear evidence of qualifications, skills and experience. Incomplete applications may not be considered.
- Providing incorrect information or deliberately concealing any relevant facts may result in disqualification from the selection process or, where discovery is made after appointment, in summary dismissal.
- Any travel or other expenses incurred by candidates whilst undertaking or attending any elements of the selection process will not be refunded by City of Dublin ETB.
- City of Dublin ETB may contact the named referees and/or employers for a reference should you be called to interview.
- Should you have any special requirements contact City of Dublin ETB and we will endeavour to facilitate you.
- Selection will be by the way of a competitive interview.

Latest date for receipt of completed application forms to applications@cdetb.ie for the above is:

12 noon on Friday 11th July 2025

Late applications will not be accepted. Shortlisting may take place.

Canvassing will disqualify.

City of Dublin Education and Training Board is an equal opportunities employer