

Application Form – Teaching Position 2021/2022

Thank you for your interest in a teaching position in Hansfield ETSS. You are advised to read the accompanying information note/guidelines before completing the application form.

Please Note:

- Guidance on word count in each section should be observed.
- You must be registered with the Teaching Council in the subjects listed in your application form in order to be offered a teaching position.
- A separate application form **must** be completed for each position being applied for and include two written references.
- The Code and Subject you are applying for should be entered in the subject line of the email.
- A separate email **must** be submitted for each position you are applying for.
- Applications should be submitted by email only to recruitment@hetss.ie.
- The closing date for receipt of applications is advised in the advertisement on www.educationposts.ie and www.hansfieldsecondary.ie.

SECTION A: PERSONAL DETAILS

Name:	
Contact Address:	
Mobile Number:	Landline Number:
Email Address:	

SECTION B: TEACHING POSITION/SUBJECT BEING APPLIED FOR

B.1 Indicate the position for which you are applying for - please submit a separate application for each position and ensure that each application carries the correct code.

Code	Subject(s)

B.2 Indicate the subject(s) you are registered with the Teaching Council to teach.

Subject (s):

SECTION C: EDUCATIONAL DETAILS

C.1 POST-PRIMARY

From - To	Name & Address of School(s) attended	Leaving Cert (or equivalent)	
		Subjects	Grades

C.2 THIRD-LEVEL (UNDERGRADUATE & POSTGRADUATE) QUALIFICATIONS

From - To	Academic Institution	Award/Qualification e.g. B.Ed. 2.2 Hons; B.Sc. 1 st Hons, PME 2.1 Hons, M.Ed. Pass	Areas of Study/Subjects

C.3 CONTINUOUS PROFESSIONAL DEVELOPMENT

List in-service and/or other professional or training courses you have attended, giving details of dates, duration and the organisation that delivered the course.

From - To	Title of Course/Programme	Organisation	Certification (If applicable)

C.4 MEMBERSHIP OF PROFESSIONAL ASSOCIATIONS/NETWORKS

Give details of membership of any professional associations /networks in which you are or were involved indicating dates as appropriate.

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C.5 Indicate how the continuous professional development as set out at C.3 and membership of professional associations and networks as set out at C.4 will support your suitability for a teaching position at Hansfield ETSS (100 words maximum).

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SECTION D: TEACHING AND OTHER RELEVANT EXPERIENCE

D.1 List all relevant experience (start with the most recent), indicating whether the position is or was Permanent Whole-time (PWT), Contract of Indefinite Duration (CID) or Fixed-term Part-Time (FT) or Casual Hours (Cas).

From - To	School / Employer	Position (PWT / CID/ FT/ Cas)	Subjects Taught	Other Roles & Responsibilities

D.2 List, in brief, other relevant work experience, if applicable.

From - To	Employer	Position (Full/Part Time)	Key Duties / Role	Other Responsibilities

D.3 Outline three achievements in your career to date indicating how these would benefit your approach to working in Hansfield ETSS (150 words maximum).

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SECTION E: Hansfield ETSS

E.1 Describe how you understand the Educate Together ethos and how your personal approach to teaching and learning, classroom management and whole-school development will contribute positively to its development (500 words maximum).

E.2 Briefly outline your approach to behavior management and give examples to explain (200 words maximum).

SECTION F: EXTRA- CURRICULAR INTERESTS

F.1 Indicate your hobbies, interests and extra-curricular activity to date:

a) List, with outline dates, key hobbies, interests and extra-curricular activities (social, leisure or community) in which you have been involved and explain their relevance to Hansfield ETSS

b) What extra-curricular activities will you support at Hansfield ETSS, if appointed?

SECTION G: ADDITIONAL RELEVANT INFORMATION

G.1 Additional information that you deem relevant to your application (250 words max).

SECTION H: Referees

Please include two written references (professional) with this application and provide their contact details below. You are advised to also include details of a third referee. It is recommended, but not essential, that one referee be linked to your current work and/or most recent teaching experience. We reserve the right to contact referees in advance of interview.

Referee 1	
Name:	
Title / Occupation:	
Address:	
Day-time Telephone:	Mobile Phone:

Referee 2	
Name:	
Title / Occupation:	
Address:	
Day-time Telephone:	Mobile Phone:

Referee 3	
Name:	
Title / Occupation:	
Address:	
Day-time Telephone:	Mobile Phone:

SECTION I: DECLARATIONS

(Please circle Yes or No as applicable. If this section is not fully completed and signed your application will not be considered)

- I.1 I have read the *Information Note/Guidelines* for completing the Application Form **Yes / No**
- I.2 I understand that it is my responsibility to keep proof of application and to contact the school if confirmation of receipt is not received within 15 workings days of the closing date **Yes / No**

Child Protection

- I.3 Have you ever been investigated by the Gardaí, HSE or an employer in relation to substantiated complaints made concerning your treatment of children? **Yes/ No**
- I.4 Have you ever been the subject of any allegation of criminal conduct or wrongdoing towards a minor? **Yes/ No**
- I.5 Are you aware of any material circumstance in respect of your own conduct which has had a negative impact or could touch on the welfare of a minor? **Yes / No**

In the event of you being offered a position the Board of Management is obliged to comply with the terms of current child protection legislation and procedures. All newly appointed teachers will be vetted and approved in accordance with the school's vetting policy.

Teaching Council Registration

- I.6 Will you be registered with the Teaching Council by August 2020? **Yes / No**
- I.7 If currently registered, insert Teaching Council Registration Number: _____.
If appointed, you will be requested to produce a letter of professional standing from the Teaching Council as well as original parchments in respect of your qualifications.

Hansfield ETSS Ethos

- I.8 Having read the Educate Together Charter and the Blueprint for second-level schools (available at www.educatetogether.ie) I understand and will whole-heartedly support the school's distinctive ethos. **Yes / No**

Authenticity of this application

- I.9 I certify that the information provided herewith is true and correct. **Yes / No**
- 1.10 I understand that should any of the information provided in this application be found to be false or inaccurate in any material way, the Board of Management reserves the right to disqualify this application or withdraw any offer of employment made. I also note that if the Board finds in the future, that I have made an incomplete or inaccurate disclosure, I may face disciplinary action, up to and including dismissal. **Yes / No**

Signature of Applicant: _____ **Date:** _____