



DCU Ability Project
Ability Project Tutor
School of Nursing and Human Sciences
Fixed Term Contract up to December 2020

Background and Role

We are seeking to recruit Ability Project Tutor on a part-time (60%) fixed term contract basis to provide individual and group educational supports to participants on the DCU Ability project.

The DCU Ability project, in partnership with St Michael's House Services, intends to promote the employability of young people with disabilities between the ages of 18 and 29 years. The main objectives of the project focuses on promoting employability and creating pathways into education, training and employability for young people with disabilities. It is intended to offer this initiative nationally so referrals can come from other organisations or services. It will be located across all DCU campuses. The types of actions that will be delivered will be those that can most support young people with disability to discover how they want to live their life, what their ambitions (in particular with regard to career) are and what is needed to make that possible. On a practical level small groups of participants will be supported over a 12 week course followed by a work placement period and review as part of the project which is on a rolling 6 month programme.

The part-time Ability Project Tutor role will be based in the School of Nursing and Human Sciences (SNHS) and will report to the DCU Ability Programme Project Manager and will work closely with the DCU Ability team comprising of an Occupational Therapist and Careers Advisor on Tuesday, Wednesday and Thursdays.

One of the key activities of this role will be to collate the course material required for the programme from a number of sources and create new material to fit the needs of the cohort of participants. Once collated they will be an integral part in the delivery, assessment and monitoring of the programme with the DCU Ability team and partners.

Principal duties and responsibilities

- Prepare, deliver and assess a range of learning, mentoring and support activities for the DCU Ability Project participants at appropriate levels
- Develop classroom, blended-learning and online resources and materials to support project participants

- Deliver specialised one-to-one and/or group supports for participants including literacy and numeracy, life skills, career preparation, personal, educational and professional development, study skills, critical thinking skills, vocational and career planning
- Jointly with Project staff, identify obstacles experienced by DCU Ability project participants and formulate individual support plans and strategies to address those problems
- Encourage participants to develop self-confidence and independence, and to reach their potential
- Contribute to the DCU Ability Project strategic planning, monitoring and review by maintaining a record of participant performance and monitoring this against the targets and objectives of the project. This will be reported monthly at the Project Board meetings
- Liaise with the Ability Project Manager and Ability Project Team/Steering Committee on course development and delivery, and participate in the ongoing development of the project
- Undertake some administrative functions related to Ability Project

Experience and Qualifications:

Candidates must possess:

- A primary degree, preferably in Education or a related area
- A qualification or training in the area of Special Educational Needs
- Minimum of three years' experience working in an educational setting, preferably related to mental health, intellectual disability or supported employment
- Satisfactory experience in one-to-one and group training delivery, group facilitation, educational supports, curriculum development
- Awareness of issues persons with disabilities experience in educational settings and employment

Skills/Abilities:

- Excellent interpersonal skills, including verbal, written and visual communication and presentation/facilitation skills
- Excellent organisational skills
- Ability to demonstrate understanding, empathy and sensitivity to student needs
- Ability to relate well to different groups and individuals and ability levels
- Flexibility and ability to adapt to various student needs and challenges
- Excellent relationship building skills and ability to establish positive rapport with students and staff
- Creativity and innovation in approach to supporting students
- Excellent IT Skills
- Can do attitude

Salary Scales: €35,321 - €52,791 (pro-rata)

**Appointment will be commensurate with qualifications and experience, and will be made on the appropriate point of the Admin Assistant salary scale in line with current Government pay policy.*

Closing Date: 21th March 2019

Informal Enquiries:

Informal enquiries may be addressed to Dr. Carmel Andersen School of Nursing and Human Sciences, Dublin City University, Dublin 9 Ireland. Phone + 353 (0)1 7007545 Email: Carmel.andersen@dcu.ie

Please do not send applications to this email address, instead apply as described below.

Application procedure:

Application forms are available from the DCU Current Vacancies (Open Competitions) website at <http://www4.dcu.ie/hr/vacancies/current.shtml> and also from the Human Resources Department, Dublin City University, Dublin 9. Tel: +353 (0)1 700 5149; Fax +353 (0)1 700 5500 Email: hr.applications@dcu.ie.

Please clearly state the role that you are applying for in your application and email subject line: Job Reference #1180 Ability Project Tutor – DCU Ability Project School of Nursing and Human Science

Applications should be submitted by e-mail to hr.applications@dcu.ie or by Fax: +353 (0)1 700 5500 or by post to the Human Resources Department, Dublin City University, DCU Glasnevin Campus, Dublin 9, D09W6Y4.

DCU Ability Programme is co-financed by the Irish Government and the European Social Fund as part of the ESF Programme for Employability, Inclusion and Learning 2014-2020

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