



Teaching Assistant
School of Language, Literacy and Early Childhood Education
DCU Institute of Education
10 Month Fixed-Term Contract

Dublin City University

Dublin City University (DCU) is a young, ambitious and vibrant university, with a mission ‘to transform lives and societies through education, research, innovation and engagement’. Known as Ireland’s ‘University of Enterprise’, DCU is a values-based institution, committed to the delivery of impact for the public good. DCU was named Sunday Times Irish University of the Year 2021.

DCU is based on three academic campuses in the Glasnevin-Drumcondra region of north Dublin. More than 18,000 students are enrolled across five faculties – Science and Health, DCU Business School, Computing and Engineering, Humanities and Social Sciences and DCU Institute of Education.

DCU is committed to excellence across all its activities. This is demonstrated by its world-class research initiatives, its cutting-edge approach to teaching and learning, its focus on delivering a transformative student experience, and its positive social and economic impact. The university continues to develop innovative programmes in collaboration with industry, such as the DCU Futures suite of degrees, which are designed to equip graduates with the skills and knowledge required in a rapidly evolving economy.

DCU’s pursuit of excellence has led to its current ranking among the top 2% of universities globally. It is also one of the world’s Top Young Universities (QS Top 100 Under 50, Times Higher Top 150 Under 100). In the Times Higher Education University Impact Rankings 2021, DCU ranked 23rd in the world for its approach to widening participation in higher education and its ongoing commitment to eradicating poverty, while it ranks 38th globally for its work in reducing inequality and 89th globally for gender equality.

The university is ranked 23rd in the world and first in Ireland for its graduate employment rate, according to the 2020 QS Graduate Employability Rankings. Over the past decade, DCU has been the leading Irish university in the area of technology transfer, as reflected by licensing of intellectual property.

Overview of the department

The **DCU Institute of Education** is the newest faculty of Dublin City University. It is based in a €70 million purpose built facility on the DCU St Patrick’s Campus in Drumcondra in Dublin. Established in 2016 as Ireland’s first University faculty of Education, it has a staff of more than 130 full-time academics and a student body in excess of 4,000.

The Institute brings together students of education across all sectors from early childhood, to primary and post-primary and further and higher education. As well as providing a range of undergraduate programmes in education, the Institute offers a rich menu of taught and research-based post-graduate programmes, at doctoral, masters, diploma and certificate levels.

As a centre of expertise and excellence in teacher education and education more generally, the Institute hosts a range of research centres in key areas of priority and has an ambitious and growing programme of research. With internationally-recognised experts in education policy, inclusive and special education, curriculum and pedagogy, assessment, sustainability, literacy, evaluation, digital learning and teacher education, the Institute provides a dynamic learning and working environment. Staff can expect to encounter opportunities for multi-disciplinary work, not just in the Institute, but across the University. As one of the world's leading young Universities, DCU has established its fifth and newest faculty out of a conviction that studies and research in education and the preparation and support of teachers are central to the transformation of lives and communities.

Committed to academic excellence and innovation, the DCU Institute of Education is confident its students and staff, and its graduates can flourish and lead in the challenging and complex contexts of education in the 21st century.

The School of Language, Literacy and Early Childhood Education contributes to a wide range of education related degrees and courses at undergraduate and post-graduate levels. The School comprises of a dynamic and unique group of researchers and educators working together in collaboration. Colleagues grow the national and international reputation of the School through the award of prestigious fellowships, securing large-scale research grants, and the publication of research in the leading journals in the field. Staff are committed to ongoing scholarship and inquiry in reciprocal partnership with early childhood education and care, primary and post-primary settings colleagues across the institute and other stakeholders in the education system.

Role Profile

The School is seeking to recruit a Teaching Assistant to join the teams in Language, Literacy and Early Childhood Education in a 10 month fixed-term capacity with a start date of **1st September 2022**.

Teaching Assistants provide support for teaching in a range of formats - lectures, workshops, tutorials, seminars, online and blended - in the Institute of Education. They also assist in administration, assessing and grading student work, under the supervision of module co-ordinators and other programme staff. Teaching Assistants are members of the school, and are encouraged to become involved in the full range of school activities, and the wider activities of the Institute of Education and the academic community of the University. This post offers an attractive opportunity for personal development while working within an innovative and accommodating environment.

Duties and Responsibilities

Reporting to the Head of School or other designated staff member, the post will comprise a range of duties, including but not limited to, the following:

- Assisting in the organisation and marking of assessments (research projects/assignments / presentations etc.) under the supervision of a faculty member who has first and final remit for marking
- Preparation of materials for, and delivery of, tutorials/ seminars/ discussion groups/workshops/and the online virtual learning environment (Loop)
- Assisting the module coordinator with the provision of feedback on assignments to students
- Dealing with student queries concerning module material – via appropriate communication channels under the supervision of a faculty member
- Assisting with the undertaking of research activities

- Contributing to teaching at undergraduate and postgraduate levels under the supervision of a faculty member
- Assisting with the monitoring and implementation of sanitising protocols, under the supervision of a faculty member, as necessary
- Assisting with student recruitment and School promotional activities, such as Open Day and other similar events
- Any additional administrative activities associated with teaching and supervision, as required by the School/a Programme
- Carrying out administrative, teaching and assessment duties linked with the post and other such duties as assigned from time to time by the Head of School/nominee

Qualifications and Experience

The ideal individual must have:

- An undergraduate degree in education. Humanities or a related discipline will be considered
- Completed or be undertaking a graduate level qualification
- Highly developed teamwork, technical and organisational skills, interpersonal and communication skills, digital competencies and be motivated and flexible in their approach to their work
- Dedication to promoting quality in higher education