



## **JOB DESCRIPTION**

### **Teaching Assistant**

#### **School of Arts Education and Movement**

#### **DCU Institute of Education**

#### **(8-month Contract)**

### **Introduction**

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, literacy, evaluation 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.

Dedicated 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 21<sup>st</sup> century education.

### **School of Arts Education and Movement**

The School of Arts Education and Movement is one of the six schools within the DCU Institute of Education. The School is made up of a dynamic and unique group of scholars, researchers and teacher educators working together in collaboration and growing 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. Academic interests span Teacher Education, Visual Arts Education, Physical Education, Music Education, Art Education and Arts Education generally, as well as a range of other

interdisciplinary dimensions including creativity, inclusion, wellbeing and technology.

### **Teaching Assistant**

Teaching Assistants (TAs) are essential members of the University's academic community. The successful candidate will be assigned to the School of Arts Education and Movement, DCU Institute of Education, and will assist with the hybrid delivery of its taught undergraduate and postgraduate programmes. This post offers an attractive opportunity for personal development while working within an innovative and supportive environment.

The School of Arts Education and Movement is seeking to recruit Teaching Assistant primarily to Visual Arts but may be assigned to an alternative area according to need in a temporary capacity with a start date of 5<sup>th</sup> October 2020.

The position is subject to the candidate being Garda Vetted.

### **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 with preparation of materials for, and hybrid delivery of, workshops and lectures in visual arts and other areas as required
- Assisting with the stocking and ordering of materials for visual arts
- Assisting with the monitoring and implementation of sanitising protocols, under the supervision of a faculty member
- Dealing with student queries concerning module material – via appropriate communication channels under the supervision of a faculty member
- Assisting in the organisation and marking of assessments (assignments / presentations etc.) under the supervision of a faculty member who has first and final remit for marking
- Assisting the module coordinator with the provision of feedback on assignments to students
- Assisting with student recruitment and School promotional activities, such as Open Day and other similar events
- Research activities
- Any additional administrative activities associated with teaching and supervision, as required by the School/Programme
- Carrying out administrative and assessment duties linked with the post and such other duties as assigned from time to time by the Head of School/nominee.

### **Qualifications and Experience**

#### **Essential**

- Primary degree (NFQ Level 8) in a relevant area
- Relevant experience in teaching Visual Arts, or in a similar area in early childhood first or second level, or university level will be an advantage.
- Knowledge of the field of Teacher Education in Ireland is also advantageous.

**The ideal candidate will have the following qualifications and experience**

- A post-graduate qualification in areas related to Visual Arts Education.
- Knowledge of specialist as well generalist areas of Visual Arts practice
- Postgraduate qualification in Visual Arts Education or related area
- Strong social, team-work skills and organisational skills
- Dedicated to student learning