

**The Board invites applications for the following teaching vacancies which may arise within GRETB schools/colleges/centres during the academic year 2020/2021.**

**POST**: **POST PRIMARY TEACHER**

**Nature of Employment**: Whole-time, Pro-Rata & Part-Time Contract

These appointments are subject to the approval of the Department of Education & Skills and the Director of the Redeployment Scheme.

Applications received will be valid for consideration up to 1st November 2020

Qualifications, salary scale and conditions of service as per Department of Education and Skills Memorandum V7.

**GRETB Panels will be formed with Immediate Vacancies in the subjects below:**

**Archbishop McHale, Athenry Road, Tuam, Co. Galway:**

**Subject**  GR20-064 Resource: *22 hours – Maternity Leave Cover- Commencing August 2020*

**Abbey Community College, Boyle, Co. Roscommon:**

**Subject**  GR20-065 Maths: *22 hours – Maternity Leave Cover – Commencing August 2020*

**Subject**  GR20-066 Maths/Business: *17 hours – PRPT & Maternity Leave Cover – Commencing August 2020*

**Galway Community College, Moneenagisha, Galway:**

**Subject**  GR20-067 Metalwork and Motor Mechanics: *11 hours – PRPT-* *Commencing August 2020*

**Subject** GR20-068 Soil Mechanics, Communications, CSPE & SPHE: *12 hours – PRPT-* *Commencing August 2020*

**Galway Technical Institute, Fr. Griffin Rd, Galway: [re-advertisement]**

**Subject**  GR20-069 Nursing Studies: up to *22 hours – Career Break -* *Commencing August 2020*

**Coláiste Ghobnait, Inis Oírr, Oileáin Árainn, Co. na Gaillimhe \* *Teaching though the medium of Irish*:**

**Subject** GR20-070 Irish & Resource: *17 hours – Maternity Leave Cover - Commencing August 2020*

**Subject** GR20-071 Art: *8 hours – PRPT - Commencing August 2020*

**Coláiste na Coiribe, Knocknacarra, Galway \**Teaching though the medium of Irish*:**

**Subject** GR20-072 Business: *22 hours – Paternity Leave Cover - Commencing August 2020*

**Applicants who wish to be considered for more than one post must complete a separate application form in respect of all above posts, clearly identifiable by reference code.**

\*Applicants for the position of **GR20-070 – GR20-072** are required to hold the Ceard Teastas Gaeilge, Teastas Gaeilgedo Mhúinteoirí Iarbhunscoile or the Irish requirement as per Circular Letter 21/00 issued by theDepartment of Education and Skills.

**The Organisation**: Galway and Roscommon Education and Training Board is a statutory local education authority operating under the terms of the Education and Training Boards Act 2013.

 The Board provides mainstream educational programmes to schools and colleges as well as providing a wide range of adult and community programmes. The Board’s educational remit is Galway City, Galway County and County Roscommon.

**Format of Competition**: Selection will be on the basis of competitive interview. If a large number of applications are received candidates may be shortlisted on the basis of information supplied on their application form.

Canvassing will automatically disqualify**.** Late applications will not be accepted.

Applicants for the positions that may arise in our Gaeltacht Schools/Gaelcholáistíare required to hold the Ceard Teastas Gaeilge, Teastas Gaeilgedo Mhúinteoirí Iarbhunscoile or the Irish requirement as per Circular Letter 21/00 issued by theDepartment of Education and Skills.

Galway & Roscommon Education & Training Board is an equal opportunity employer. Recruitment to posts within GRETB is on the basis of merit as assessed at interview and supported by references.

Galway & Roscommon Education & Training Board is registered as a Data Controller.

**Applicants who wish to be considered for more than one post must complete a separate application form in respect of all above posts, clearly identifiable by reference code.**

**Applications must be submitted by online application form ONLY by 12.00 noon on Friday 7th August, 2020**

If you have any queries, please contact:

**Recruitment Division - 091-874541 / 546** recruitment@gretb.ie

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**Privacy Notice Employees, Volunteers, Board Members, Committee members etc.**

By applying for any position, working or volunteering with, or otherwise taking up any position within the ETB, you acknowledge that your personal data (including special category personal data) shall be processed by Galway and Roscommon Education and Training Board. This Privacy Notice gives you some helpful information about who we are, what personal data we collect about you, why, who we share it with and why, how long we keep it, and your rights. If you need more information, please see our Data Protection Policy available at [www.gretb.ie](http://www.XXXXetb.ie)

1. We are Galway and Roscommon Education and Training Board. Our address and contact details are Galway and Roscommon Education and Training Board Headquarters, An Coiléar Bán, Athenry, Co. Galway. Phone: 091 874500. We provide secondary level education, second chance education; further education and training including apprenticeships; Youthwork, community-based education programmes; prison education, outdoor education; outreach programmes, specialist programmes e.g. through Music Generation and other programmes/courses as may be delivered/funded/sponsored in whole or part or in co-operation with other bodies/agencies etc. For further information, see section 1 of our Data Protection Policy available at [www.gretb.ie](http://www.gretb.ie)
2. We collect and use your personal data. The personal data we collect includes your name; date of birth; address; contact details; CV and qualifications; vetting outcome; Teaching Council registration; registration with any other professional/accrediting body; PPS number; financial data; images (staff cards, CCTV); medical, health and occupational health data; immigration/work-visa information; information relating to recruitment, promotions, and appointments processes; other IR/HR processes; pensions details etc. We use personal data for purposes including: running an efficient service; complying with our obligations as an employer; for recruitment and appointments; allocating resources to our education centres; monitoring the effectiveness of our equal opportunities policies; to discharge our duties to other staff and students; complying with our statutory reporting obligations to Government bodies and EU funding bodies; resolving disputes and defending litigation etc. The information we collect about you depends on various factors, e.g. we will hold differing levels of information about a job applicant as compared with a long-standing employee. Certain personal data is collected and aggregated for use on an anonymised basis, e.g. to monitor our compliance with equal opportunities and non-discrimination policies. For further information on what data we collect, why we collect it, how we use it, and the legal basis for same, please go to section 2 of our Data Protection Policy available at www.gretb.ie.

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1. We share your personal data with third parties, including other Government bodies. Depending upon the nature of your role within the ETB, this may include data-sharing with bodies including the Department of Education and Skills, Revenue Commissioners, Department of Social Protection, Comptroller & Auditor General, TUSLA, An Garda Síochána, HSE, the Teaching Council or any other regulatory body to which you belong, your Trade Union (for IR/HR issues), occupational health advisors, our insurance company (Irish Public Bodies), banks/financial institutions (to pay wages), pension administrators and pension trustees, future employers (for references etc.), other service providers (including IT providers, security providers, legal advisors) etc. The Government bodies to which we transfer your personal data will use it for their own purposes (including: to verify other information they already hold about you, for fraud prevention measures, etc.) and may aggregate it with other information they already hold about you. For further information on who we share your data with, when and in what circumstances, and why, please see section 3 of our Data Protection Policy available at [www.gretb.ie](http://www.XXXXetb.ie).
2. We do not engage in automated decision making/profiling.
3. Some personal data is only kept for a short period (e.g. we will destroy at the end of an academic year because it is no longer needed). Some data we retain for a longer period (e.g. we retain even after you leave our employment). For further information on the retention periods, please go to section 6 of our Data Protection Policy available at www.gretb.ie.
4. You have the following statutory rights, that can be exercised at any time:
5. Right to complain to supervisory authority.
6. Right of access.
7. Right to rectification.
8. Right to be forgotten.
9. Right to restrict processing.
10. Right to data portability.
11. Right to object and automated decision making/profiling.

For further information, please see section (7) of our Data Protection Policy available at [www.gretb.ie](http://www.XXXXetb.ie) , or alternatively contact our Data Protection Officer.

We have appointed a Data Protection Officer (DPO) on an interim basis. The contact details are Data Protection Officer, GRETB H.Q., An Coiléar Bán, Athenry, Co. Galway. Contact: 091 874548, email: data.protection@gretb.ie. If you have any queries, please consult our Data Protection Policy (available at [www.gretb.ie](http://www.XXXXetb.ie)) or contact our DPO.