

GENERAL TUTOR APPLICATION/SELF NOMINATION FORM

Please complete each section of this application form as fully as possible. Application forms must be typed. Email completed Tutor Application Forms **to the ICT Administrator Sligo Education Centre, ICT Campus ,Sligo**

Please tick: **Primary teacher** **Post-Primary teacher**

If applying to be a tutor for a specific course, please indicate the name of the course(s):

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1. PERSONAL DETAILS

NAME			
HOME ADDRESS			
TELEPHONE (HOME)		TELEPHONE (WORK)	
TELEPHONE (MOBILE)			
EMAIL ADDRESS			
TEACHING COUNCIL NUMBER			
EMPLOYMENT STATUS (Permanent full-time, CID, fixed term contract, part-time, retired etc)			

2. SCHOOL DETAILS (if relevant) – current or former if retired

SCHOOL NAME	
SCHOOL ROLL NUMBER	
SCHOOL ADDRESS	
SCHOOL PRINCIPAL NAME	
SCHOOL PHONE	
SCHOOL/PRINCIPAL EMAIL ADDRESS	

3. (a) AVAILABILITY - LOCATION(s) for TUTORING

Please list your nearest Education Centre(s) for course delivery (*1 = nearest etc*)

1	
2	
3	

3 (b) AVAILABILITY – TIMES

Confirm your availability to deliver the course you are applying for (tick all that apply):

TIME	Yes	No
During school holidays – summer (first week July)		
During school holidays – summer (second week July)		
During school holidays – summer (end August)		
Weekdays – during school time		
Weekdays – after school hours		
Weekends		

4. ACADEMIC BACKGROUND

(a) THIRD LEVEL QUALIFICATIONS

Please provide details of all third level qualifications, including your teaching and post-graduate qualifications.

Title of Qualification	Institution/Conferring Body	Dates from/to	Full/Part time

If you are a post-primary teacher applying for tutor opportunities, please list the **Subject Areas you teach:**

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(b) Ongoing Study

Please detail any education programmes in which you are currently engaged.

College/Institution	Title of Course

5. PROFESSIONAL DEVELOPMENT RELATED TO ICT FOR TEACHING, LEARNING and ASSESSMENT

Please provide details in the table below of any teacher professional development courses related to ICT for teaching, learning and assessment that you have participated in **in the past five years**.

Course name	Name of Provider	Approx dates	Format (face to face or online)	Venue (if applicable)

Course name	Name of Provider	Approx dates	Format (face to face or online)	Venue (if applicable)

6. EMPLOYMENT HISTORY

(a) Teaching Experience - general

Year(s)	School(s)

(b) If you are a Post-Holder in your school, please give details:

Post	Responsibilities

(c) Outline any additional work experience outside of the teaching/school domain (not already mentioned above)

EMPLOYER NAME	
DATES TO/FROM	
POSITION	
DESCRIPTION OF MAIN DUTIES & RESPONSIBILITIES	

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EMPLOYER NAME	
DATES TO/FROM	
POSITION	
DESCRIPTION OF MAIN DUTIES & RESPONSIBILITIES	

EMPLOYER NAME	
DATES TO/FROM	
POSITION	
DESCRIPTION OF MAIN DUTIES & RESPONSIBILITIES	

7. RELEVANT EXPERIENCE and AREAS OF EXPERTISE

(a) Please detail your experience and expertise in the area of ICT in learning and teaching that demonstrates your suitability as a tutor. If you are applying for a particular course, please outline specific experience relevant to this course.

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9. OTHER RELEVANT INFORMATION to support your application

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10. ADDITIONAL QUESTIONS (Note these are not essential criteria but will assist education centres in the planning for future ICT course delivery.)

	YES	NO
<i>(a) Would you be willing to train other tutors in your local education centre at a future date?</i>		
<i>(b) Would you be comfortable delivering this course through the medium of Gaeilge?</i>		

11. REFERENCES

Please provide contact details of one person from whom references may be obtained.

Referee's Name	
Position	
Address	
Telephone Number(s)	
Email Address	

12. PDST Technology in Education TUTOR AGREEMENT

	YES	NO
<i>Have you read and accepted the PDST Technology in Education Tutor Agreement?</i>		

Notes:

- The signing of the application form and by admission of a person to a competition, is not to be taken as implying that such person fulfils the requirements and does not carry a guarantee that your application will receive further consideration.*
- When your application form is received, we create a computer record in your name, which contains much of the personal information you have supplied. This personal record is used solely in processing your application. Such information held on computer is subject to the rights and obligations set out in the Data Protection Acts, 1988 & 2003. You are entitled under these acts to obtain, at any time, copy of information about you, which is kept on computer.*
- Your details will only be shared between the Education Centres cited on your application and PDST Technology in Education.*