

Diviżjoni ta' l-Edukazzjoni
Dipartiment tat-Teknoloġija fl
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Malta

Education Division
Department of Technology in
Education

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LETTER CIRCULAR

Information: X
Action Required: X
Ref: OPS 36/2003
From: Mr. L. Zammit Tel: 25982164 Fax: 21249872 Director (Technology Education)
To: All Teachers in State Schools (Through Heads of Schools)
**Subject: Vacancies in the Peripatetic Service for Primary Schools -
Information & Communication Technology**
Date: 27th May 2003

Heads of School are kindly requested to bring the contents of this circular and the enclosed sheet to the attention of all Regular Teachers and Instructors in their school.

Teaching staff are invited to apply to fill vacant posts in the Peripatetic Service for Primary Schools in Information and Communications Technology (ICT).

1 Concept

- Peripatetic Teachers (ICT) in Primary Schools should be of help both with methodology and IT implementation within the Curriculum and in the more basic technical problems related to computer hardware and software available in the classroom.

2 Prerequisites

i) Applicants must have at least 5 years teaching experience in the Primary Sector.

AND

ii) Either

have the Diploma in IT in Education (Primary) - (Applications from candidates who are presently following the course will also be accepted)

or

have a B.Ed Hons. Or a Postgraduate Certificate in Education specialising in Early and Middle Years (EMY).

3 Role of the ICT Peripatetic Teacher

The ICT Teacher will be expected to:-

- Help regular teachers in the basic handling and management of computers and all related peripherals in the classroom.
- Help regular teachers in the integration of software across the curriculum by:
- Promoting a standard ICT policy in the schools, including both implementation and assessment of ICT;
- Co-operating with teachers in drawing Schemes of Work integrating the use of computer software;
- Delivering demonstration lessons on a regular basis over a set period of time;
- Supporting classroom teachers in integrating ICT in modern teaching approaches, including

team work, constructivist and differentiated learning;

- Involving pupils in ICT projects across the curriculum;
- Be regularly involved in Teacher Training and INSET courses.
- Act as consultants to, and support, school administrations in the creation of school websites.
- Help in the evaluation and selection of new educational software packages, at both departmental and school levels.
- Contribute with articles and online material for publication in the Department's official newsletters and websites.
- Keep up-to-date with the latest technological innovations and the latest software currently available on the market.

4. Teachers interested in the above post, including those who are already in the peripatetic service, are required to apply.

5. Selected candidates will not be entitled to additional remuneration. Their services may be terminated at the discretion of the Director General of Education. In such eventuality the teachers concerned will revert to class/subject teaching.

6. Successful applicants may be required to attend courses, locally or abroad, as the Division may consider necessary.

7. Applicants are required to produce written evidence that they have been engaged in activities related to ICT in Education. Such evidence must be endorsed by the Head of the particular school/s.

8. Applicants are required to attach a Service and Leave Record (GP 47) with their application.

9. Applications as per enclosed form, endorsed by the Head of School are to reach the Director Technology in Education, ICT Learning Centre, Education Division, Floriana by not later than Friday 27th June 2003.

Dr. C. Borg
Director Operations