

## LETTER CIRCULAR - Institute for Education

**Date:** 12/03/2018

**Ref:** IfE 32/2018

**From:** Joanne Grima – CEO

**To the attention of:** All Educators

---

**Subject:** Extension of deadline for the Expression of Interest for Learning Programme Development Experts to develop accredited modules at MQF Level 7.

**Application Link:** <https://goo.gl/hVLDLn>

**Deadline:** Noon (CET) of 26/03/2018

**Further Info / Requirements:** Motivation letter; Europass *Curriculum Vitae*; scanned certificates and/or testimonials to be sent by email to [ife@ilearn.edu.mt](mailto:ife@ilearn.edu.mt)

---

With reference to the Letter Circular IfE 30/2018 whereby Learning Programme Development Experts (LPDEs) were being called to develop the following modules at MQF Level 7:

- 1. Financial Management (5 ECTS)**
- 2. ICT and Information systems for School Leaders (5 ECTS)**
- 3. Educational Leader and the Physical Environment (5 ECTS)<sup>1</sup>**

Kindly note that the deadline for the submission of applications has been extended till **noon (Central European Time) of Monday 26<sup>th</sup> March 2018**.

The selected applicant will enter into a contract for service, for a maximum of three years (3) starting on the day of signing. The contract for service could be renewed for another three (3) years after expiration. The selected applicant shall develop the Module. Each one (1) ECTS shall have five (5) contact hours which will be delivered and supervised online. The LPDE will also train and assess those educators who apply for the course. The selected candidates shall be entitled to one hundred and seventy-five Euro (€175) per one (1) ECTS. Fifty euro (€50) out of the one hundred and seventy-five Euro (€175) will be paid to the Learning Programme Development Expert as soon as the module is accredited by NCFHE. The rest, one hundred and twenty five Euro (€125) per ECTS will be paid upon training, assessment and presentation of the results of the course participants. Subsequent to the first completed course cycle LPDEs will be remunerated at one hundred and seventy-five Euro (€175) per ECTS for contact time, assessment and presentation of results.

---

<sup>1</sup> This unit needs to include Health and Safety regulations and training.

In the event where the performance of the Learning Programmes Development Expert is deemed to be unsatisfactory or not up to the required standards, the Contract shall be immediately terminated and the Learning Programme Development Expert shall forfeit all remuneration due.

Interested applicants are thus to send the motivation letter together with a Europass *Curriculum Vitae* and scanned certificates and/or testimonials at [ife@ilearn.edu.mt](mailto:ife@ilearn.edu.mt), applicants also need to submit an online application by following the link: <https://goo.gl/hVLDLn>

For more details, including eligibility criteria, please refer to Letter Circular IfE 30/2018.

Thank you.

**Joanne Grima**  
**CEO Institute for Education**