

## LETTER CIRCULAR - Institute for Education

**Date:** 30<sup>th</sup> May 2019

**Ref:** IfE 46/2019

**From:** Joanne Grima – CEO

**To the attention of:** DGs, Directors, Assistant Directors, Service Managers, Education Officers, Heads (College Network), Heads of Schools (State and Non-State) and Sections and Outstations.

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**Subject:** Expression of Interest for Recognition of Prior Learning (RPL) Assessors

**Application Link:** <https://bit.ly/2DmmSEo>

**Deadline:** 28<sup>th</sup> June 2019

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

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The Institute for Education is committed to increasing the diversity of its course participant population by presenting no unnecessary barriers in its admissions selection processes to prospective course participants currently underrepresented in higher education. The Institute recognises that some prospective course participants may not be able to evidence that they meet the Institute's entry requirements through the accepted qualifications detailed in Institute's website, but they are able to provide substantial and relevant alternative evidence that they have the potential to succeed on their chosen programme. The [Recognition of Prior Learning Policy and Procedures](#) sets out the process by which evidence of prior learning can be fairly and consistently assessed for the purpose of admission to a course offered by the Institute.

In light of the above, the Institute for Education is inviting Recognition of Prior Learning (RPL) Assessors who will assess applications presented by course participants who are seeking to gain credit for their experience against a particular module/s within a course offered by the Institute for Education.

The RPL Assessors, as part of a committee of three will;

1. Meet to vet the applications submitted by course participants who apply to avail from the RPL possibility.
2. Develop assessment criteria to use for RPL for the different modules and communicate these to the applicants. These criteria should be sent to the Academic Board for validation and approval.
3. Schedule and perform assessments with eligible course participants.
4. Issue results and write reports for the Institute as necessary.

**RPL Assessors who are already offering their services under call IfE 16/2018 are still required to re-apply but do not need to send any documentation.**

## Eligibility Criteria

The eligibility criteria for the selection of the RPL Assessor shall be:

- An MQF Level 8 qualification or a recognised, appropriate, comparable qualification with a minimum of two (2) years' experience in the area;  
**OR**
- A Master degree or a recognised, appropriate, comparable qualification at MQF level 7 (subject to a minimum of 90 ECTS/ECVET credits, or equivalent) or higher together with three (3) years' experience in the area;  
**OR**
- In the absence of a qualification at MQF Level 7, applicants with a lower full MQF level qualification and a minimum of five (5) years' experience in the area will be considered;
- Communicate fluently in both English and Maltese.

All applicants are required to present **also** the following:

- Europass *Curriculum Vitae*;
- A motivation covering letter indicating the area/s from the above table and indicating an awareness about teacher development and formative assessment procedures.

## Areas

The areas requiring RPL Assessors include:

- Primary Education
- Inclusive Education
- Multicultural Education
- Digital Education
- Educational Management and Leadership
- Assessment
- Pedagogy
- Educational Theory
- Research Methods in Education
- Educational Psychology
- Classroom Management
- English
- Sciences (Chemistry, Biology, Physics)
- Humanities (Social Studies, History, Geography, European Studies and Philosophy)
- Physical Education
- Mathematics

- Maltese
- Religious Education
- Business Education
- VET Engineering Technology
- VET Agribusiness
- VET Hospitality
- VET Textiles & Fashion
- VET Hairdressing & Beauty Therapy
- VET Media Literacy

### Selection Procedure

Eligible applicants will be assessed by a Selection Board through an interview to determine their suitability for the post. Applicants will be required to produce original documents for verification purposes during the interview.

### Remuneration

The selected applicants will enter into a contract for service for a maximum of three (3) years starting on the day of signing. Remuneration for RPL Assessors will be at;

1. €30 per person on the board per RPL evaluation for modules 1-3 ECTS
2. €45 per person on the board per RPL evaluation for modules 4 ECTS and above

### Submission of applications

Interested applicants are kindly asked to submit their application through the following link:  
<https://bit.ly/2DmmSEo>.

The motivation letter together with a Europass *Curriculum Vitae* and scanned documents and/or testimonials will be received in the first instance by the Institute at [ife.recruitment@ilearn.edu.mt](mailto:ife.recruitment@ilearn.edu.mt) by not later than **noon (Central European Time) of Friday, 28<sup>th</sup> June 2019**. Late applications will not be considered. Only applications submitted online will be considered.

Thank you.

**Joanne Grima**

**CEO Institute for Education**