

Roscommon LEADER Partnership

are inviting applicants to apply for the position of

Assistant LTI Training Coordinator (full-time)

This position will involve the delivery and coordination of training on a Galway/Roscommon Education and Training Board supported Local Training Initiative. It includes assisting the team where necessary in managing and supporting the participants on the Local Training Initiative and ensuring participants receive the required training to acquire a QQI Level 4 ICT Award and develop other necessary skills, including personal skills.

Suitable candidates must have the following necessary skills and qualifications:

- A relevant nationally recognised qualification in teaching/training
- Experience in supervision of people, the co-ordination of training and the ability to work as part of a team
- Knowledge of QQI qualifications and modules
- Have a high level of general administration and organisational skills
- A high competency in the use of the Microsoft Office Suite and excellent computer skills

The following are desirable:

- Relevant qualifications in ICT/Web Design
- Formal qualifications to QQI level 6 or above in their particular training discipline
- The ideal candidate will have at least two years' experience of working with economically, socially, geographically and / or educationally disadvantaged learners
- Knowledge of local Tourism would be an advantage

Full time position based in Boyle, Co. Roscommon on fixed term contract

Satisfactory references and Garda vetting will be required.

Short listing will apply. A panel may be formed from which future vacancies may be filled.

Further details are available at www.rosleaderpartnership.ie/news

To apply for the above position, please submit your CV and letter of application - clearly stating which position you are applying for; to recruitment@ridc.ie

Closing date for receipt of applications is 5 pm, Wednesday 6th March 2019

Roscommon LEADER Partnership is an Equal Opportunities Employer

