

**Ascend Invitation to Tutors Application Form**

Please return this form fully completed and marked “Ascend Tutor Application” along with a copy of your CV to:

North Tipperary Development Company,

2nd Floor, Friars Court, Nenagh, Co. Tipperary

or email

pwhelan@ntdc.ie

GDPR (General Data Protection Regulation) Statement:

NTDC will retain your contact information securely. Our data retention policy is to remove tutor and facilitator contact information in compliance with the rules operated under the organisations guidelines and policies.

Section 1 - Details

|  |  |
| --- | --- |
| Name |  |
| Address |  |
| Telephone Number |  |
| Email |  |
| PPSN |  |
| Tax Clearance Access Number (if applicable)  |  |

Section 2 – Relevant Qualifications

|  |  |  |  |
| --- | --- | --- | --- |
| Qualification | Award Body | QQI Level Achieved | Year Achieved  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

Section 3 – Accredited Training Experience

|  |  |  |  |
| --- | --- | --- | --- |
| Accredited Training Delivered | Accredited Training Programme Outline | QQI Delivery Level |  Date Delivered  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

Section 4 – Unaccredited Training Experience

|  |  |
| --- | --- |
|  | Outline your experience of delivering unaccredited training including list of programmes delivered |
| 1. |  |
| 2. |  |
| 3. |  |

Section 5 – Group Facilitation Experience

|  |  |
| --- | --- |
|  | Outline your experience of facilitating community and voluntary groups and include examples of this work |
| 1. |  |
| 2. |  |
| 3. |  |

Section 6

Portfolio attached for external assessment if applicable Yes No

Section 7

Do you have current membership of a professional body?

 Yes No

Section 8 – Brief Training Background Details:

Identify the sectors/topics in which you have experience, please tick box (one or more if relevant) –

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Genealogy / Heritage  |  | Mental Health, Wellbeing, Resilience and Recovery |  | Community Based Training for Community Groups |  |
| Wood crafting Woodwork Carpentry Furniture Restoration  |  | Arts and Crafts, Pottery, Knitting, Sewing, Crochet, Ceramics, Mosaic, Community Quilting, Willow work, Reed work, etc.  |  | Holistic Therapies / Yoga / Drumming / Sound Therapy / Fitness / Living Well / Retirement Transition  |  |
| Bookkeeping for sole traders  |  | Healthy Eating / Cooking on a budget / Nutrition / Life Skills / Budgeting  |  | Human Rights / Social Rights / Anti Racism / Discrimination / Cultural Awareness & Integration   |  |
| Business Development / Entrepreneurship / Web design / Digital and Social Media Marketing  |  | Interpretation / English Language Supports  |  | Career Guidance and Career Coaching  |  |
| Community Choir, Music Creativity, and Singing  |  | Personal Development & Youth based Development Supports  |  | Environmental Development / Global Development/ Climate Sustainability /Circular Economy  |  |
| Zero Waste Repair Skills, Glueing, DIY, Plastic Welding, Darning, etc.  |  |  |  | Additional topics welcomed with a course design / candidate portfolio |  |

What do you believe are the core skills for a tutor / trainer / facilitator in Adult and Community Education?

Please outline any further information, achievements, interests, Volunteer Activities, etc that you feel relevant to your applications.

Outline below availability.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **Mon** | **Tues** | **Wed** | **Thurs** | **Fri** | **Sat** |
| Morning  |  |  |  |  |  |  |
| Afternoon |  |  |  |  |  |  |
| Evening |  |  |  |  |  |  |

Please provide the contact information of two responsible persons as referees to whom you are well known but not related:

|  |  |
| --- | --- |
| **Referee 1** | **Referee 2** |
| Name: | Name: |
| Contact Number: | Contact Number: |
| Email: | Email:  |
| Address: | Address:  |
|  |  |

Before signing this form, please ensure that you have a fully answered all the questions.

**I, the undersigned, hereby declare, all the foregoing details to be true.**

**Signature of Applicant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Important notes to interested parties:**

* Suitable candidates will be employed on a specific contract basis.
* Candidates will be based on the panel on the information provided on this application and on the training requirements of the needs of the organisation.
* Positions will be awarded on the basis that the applicant provided evidence of their qualifications and a copy of their CV.
* Contractors will be subject to Garda Vetting