

Appointment to the Board of the Teaching Council
Closing Date: 15:00 on Wednesday 1st September 2021

State Boards Division
Public Appointments Service
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stateboards.ie operates under the auspices of the Public Appointments Service and is committed to a policy of equal opportunity.

The Public Appointments Service (PAS), established under statute in 2004, provides an independent shared service in recruitment, assessment and selection to organisations across the Civil and Public Services. PAS also has responsibility for providing an open, accessible, rigorous and transparent system to support Ministers in making appointments to State Boards. Our dedicated website, www.stateboards.ie, is the channel through which the PAS advertises vacancies on State Boards. It is also the means through which accomplished, experienced and qualified people, including people who might not previously have been identified as available for appointment, can then apply to be considered for particular vacancies.

Membership of State Boards

High standards of corporate governance in all State Agencies, whether in the commercial or non-commercial sphere, are critical to ensuring a positive contribution to the State's overall social and economic development.

Members of State Boards are appointed to act on behalf of the citizen to oversee the running of the affairs of state bodies. State bodies must serve the interests of the taxpayer, pursue value for money in their endeavours (including managing risk appropriately), and act transparently as public entities. Members of State Boards, and the relevant management team, are accountable for the proper management of the organisation.

Board members should act on a fully informed basis, in good faith, with due diligence and care, and in the best interest of the State body, subject to the objectives set by Government. In that regard and in accordance with 13.2 of the Guidelines on Appointments to State Boards, "it is advisable that no member of a State Board should serve more than two full terms of appointment or should hold appointments to more than two State Boards."

The [Code of Practice for the Governance of State Bodies 2016](#) (the Code) provides a framework for the application of best practice in corporate governance by both commercial and non-commercial State bodies.

In order to be an effective contributor on a State Board it is recommended that members should:

- bring independent and objective scrutiny to the oversight of the organisation;
- be prepared to be challenging when necessary while being supportive to the delivery of organisational strategy and objectives;
- be equipped to offer considered advice on the basis of sound judgement and experience;
- be prepared to make a time commitment to their work commensurate with their role.

Appointment to the Board of the Teaching Council

Location:	Maynooth, Co Kildare
Number of Vacancies:	One
Remuneration:	Nil. (It should be noted that in line with the 'One Person One Salary' principle, no public servant will be entitled to receive remuneration in the form of board fees, save for situations that are statutorily provided for e.g. Worker Directors). Travel and subsistence is payable at appropriate civil service rates.
Time Requirements:	Members are required to attend meetings of the Council (usually seven or more per annum) and other committee meetings, the number of which may vary in line with the Council's obligations under the Teaching Council Act.

Candidates' attention is also drawn to the provisions of the Code in relation to Audit and Risk Committee membership which can be found [here](#).

1. Background

The Teaching Council was established on a statutory basis under the Teaching Council Act on 28 March 2006 as the regulatory body for the teaching profession in Ireland.

Further information on the work of the Council is available at www.teachingcouncil.ie

2. Functions of the Board

The Teaching Council is comprised of 37 members who are drawn from the main stakeholders in education, as follows:

- 11 Primary teachers (9 elected and 2 nominated by the INTO)
- 11 Post Primary Teachers (7 elected, 2 each nominated by ASTI and TUI)
- 2 nominated by HEI providers of primary teaching qualifications
- 2 nominated by HEI providers of post-primary teaching qualifications
- 4 nominated by school management bodies
- 2 nominated by national parents associations
- 5 nominated by Minister (including 1 ICTU + 1 IBEC)

The Teaching Council's main functions include the following:

- To regulate the teaching profession and the professional conduct of teachers
- To maintain the register of teachers in the state
- To promote teaching as a profession
- To promote improvement of standards of teacher education and continuing professional development
- To maintain and improve the quality of teaching in the State

Adherence to Guidelines for the Code of Practice for the Governance of State Bodies:

- The Board should have a list of all statutory obligations that are required to be complied with and the execution of which depends on the Secretary of the Board.
- Non-compliance - If a Board member finds evidence that there is non-compliance with any statutory obligations that apply to the State body, he/she should immediately bring this to the attention of their fellow Board members with a view to having the matter rectified.

The matter should also be brought to the attention of the relevant Minister by the Chairperson indicating (i) the consequences of such non-compliance and (ii) the steps that have been or will be taken to rectify the position. It is the Chairpersons responsibility to make such issues known to the Minister.

Current composition of the board:

Name	First Appointed	Reappointed	Expiry Date	Position type	Basis of appointment
Ann Mulcahy	01/05/2020		03/04/2024	Ordinary Member	Elected Teacher-Education and Training Board (ETB) - Ireland South (PP)
Anne Howard	01/05/2020		03/04/2024	Ordinary Member	Elected Teacher - Comm. & Comp. - All of Ireland (PP)
Anthony Malone (Dr)	19/04/2018		03/04/2022	Ordinary Member	Nominee of Universities & Higher Education Institutions (HEIs) (PP)
Asiya Altawash	19/04/2018		03/04/2022	Ordinary Member	Nominee of School Management (P) Body, Muslim Primary Education Board
Brendan Doody	02/10/2018	01/05/2020	03/04/2024	Ordinary Member	Minister Rep Department of Education and Skills
Catherine Cross	14/08/2019		03/04/2022	Ordinary Member	Nominee of the National Parents Council (P) NPC
Catherine Doolan	04/04/2016	01/05/2020	03/04/2024	Ordinary Member	Elected Teacher - Primary Leinster
Catherine Moynihan	01/05/2020		03/04/2022	Ordinary Member	Nominee of School Management PP (JMB)
Charles Dolan	01/05/2020		03/04/2024	Ordinary Member	Nominee of Irish Business and Employers

					Confederation (IBEC)
Ciaran James O'Donnell	01/05/2020		03/04/2024	Ordinary Member	Elected Teacher - Post Primary ETB Ireland North
Claire Markey	04/04/2016	19/04/2018	03/04/2022	Ordinary Member	Nominee of Teachers' Union of Ireland (TUI)(PP)
David Leahy	04/11/2020		03/04/2022	Ordinary Member	Nominee of School Management PP - ETBI
Deirdre O'Connor	04/04/2016	19/04/2018	03/04/2022	Ordinary Member	Nominee Irish National Teachers' Organisation (INTO)(P)
Eamonn Shaughnessy	04/04/2016	01/05/2020	03/04/2024	Ordinary Member	Elected Teacher - Primary Connaught/Ulster
Geoffrey Browne	19/04/2018		03/04/2022	Ordinary Member	Nominee of National Parents Council (PP) NPC
Gerry Leyden	04/10/2016	23/09/2020	03/04/2024	Ordinary Member	PAS Process
John Holian	04/04/2016	19/04/2018	03/04/2022	Ordinary Member	Nominee of Association of Secondary Teachers, Ireland (ASTI)(PP)
Kathleen Burke	01/05/2020		03/04/2024	Ordinary Member	Elected Teacher - Vol Post Primary Leinster
Marie McLoughlin (Prof)	28/03/2012	19/04/2018	03/04/2022	Ordinary Member	Nominee of P ITE University 5 Colleges of Education
Mary Curley	01/05/2020		03/04/2024	Ordinary Member	Elected Teacher - Primary Munster
Mary Kelly	19/04/2018		03/04/2022	Ordinary Member	Nominee of P ITE University 5 Colleges of Education
Melanie Ni Dhuinn (Dr)	19/04/2018		03/04/2022	Ordinary Member	Nominee of Universities & Higher Education Institutions (HEIs) (PP)

Michael Delargey	04/04/2016	01/05/2020	03/04/2024	Ordinary Member	Nominee of Irish Congress of Trade Unions (ICTU)
Michelle Keane	01/05/2020		03/04/2024	Ordinary Member	Elected Teacher - Primary Dublin
Niall Duddy	04/04/2016	01/05/2020	03/04/2024	Ordinary Member	Nominee of Vol Post Primary Connaught, Munster & Ulster
Noel Cronin	01/05/2020		03/04/2024	Ordinary Member	Elected Teacher - Education & Training Board (ETB) Connaught, Munster & Ulster (PP)
Noelle Moran	04/04/2016	19/04/2018	03/04/2022	Deputy Chairperson	Nominee of Association of Secondary Teachers, Ireland (ASTI)(PP)
Paul Moroney	01/05/2020		03/04/2024	Ordinary Member	Elected Teacher - Primary Munster
Peter McCabe	01/05/2020		03/04/2024	Ordinary Member	Elected Teacher - Primary Dublin
Rosena Jordan	01/05/2020		03/04/2024	Ordinary Member	Elected Teacher - Primary Connaught/Ulster
Seamus OFearraigh	04/11/2020		03/04/2022	Ordinary Member	Nominee Teachers' Union of Ireland (TUI) (PP)
Sean McMahon	04/04/2016	12/06/2018	03/04/2022	Chairperson	Nominee of Irish National Teachers' Organisation (INTO) (P)
Seán O'Neill	04/04/2016	01/05/2020	03/04/2024	Ordinary Member	Elected Teacher - Vol Post Primary Leinster
Sinead Brett	10/04/2019		03/04/2022	Ordinary Member	Nominee School Management (P) of catholic primary schools management association (CPSMA)
Séan Ó Dubhlaing	01/05/2020		03/04/2024	Ordinary Member	Elected Teacher - Primary Leinster

Tracie Tobin	04/04/2016	01/05/2020	03/04/2024	Ordinary Member	Elected Teacher - Primary Munster
Vacancy			03/04/2020	Ordinary Member	

3. Person Specification

The Minister for Education invites applications from suitably qualified candidates to fill one vacancy on the Teaching Council.

Candidate's attention is drawn to the provisions of the Code in relation to the role of a Board member, where the principle states: -

- Each State body should be headed by an effective Board which is collectively responsible for the long-term sustainability of the body.
- Non-executive Board members should bring an independent judgement to bear on issues of strategy, performance resources, key appointments and standard of conduct.

Details on the role of Board Members can be found in Section 3 of the Code which can be found [here](#).

Essential

Candidates must have:

- Significant experience of senior management in corporate governance and accountability standards in Ireland

And two or more of the following:

- An understanding of the learning needs of children and/or adults.
- Professional / Board experience in a regulatory body.
- Experience in the implementation of change management.
- Experience in a financial oversight role at a senior level.

Desirable:

- Evidence of experience and/or ability to represent the public interest.
- Interest and/or knowledge of the education landscape nationally/internationally.

The Minister shall have regard to the desirability for gender balance, diversity and inclusion on the Board as the Minister considers appropriate and determines from time to time when making appointments, in line with the updated Code.

In order to qualify for appointment a person must not have any legal impediment or conflicts of interest likely to interfere with his/her ability to assume the role of a member of the Board. Please give careful consideration to the possibility of any potential conflict of interest that may exist and address this in your cover letter. The Assessment Panel may decide, based on the perceived level of conflict, not to forward your name for consideration.

4. Term of Appointment

Appointments to the Board will normally be for an initial period of 4 years, however this appointment will expire on 03/04/2024).

- The membership of the person appointed under this process may be terminated by the Minister.
- The roles and responsibilities of Board Members are described in the Code of Practice for the Governance of State Bodies 2016 which is available here [Code of Practice for the Governance of State Bodies](#).
- A board member shall cease to be a member of the board if he or she is nominated as a member of Seanad Éireann, is elected as a member of either House of the Oireachtas or as a representative in the European Parliament, elected to the European Parliament, or becomes a member of a local authority.

5. Submitting your Application

Before submitting your application, please review the self-assessment questionnaire which can be found [here](#). This questionnaire is designed to help you in considering whether to submit an expression of interest - you are not required to submit the questionnaire as part of the application process.

Having considered the general suitability criteria for membership of a State Board, you should consider carefully how your background and experience fits with the specific appointment criteria set out in the Person Specification section in this booklet.

Your submission should be made via the following link www.stateboards.ie together with your **Curriculum Vitae** and a **cover letter** (see Appendix 1 of this booklet for help with the online process).

IMPORTANT NOTE

Please take care when submitting your expression of interest. As the Assessment Panel will generally make its recommendation(s) based on consideration of the documentation which you submit, it is most important that you do the following:

1. *Ensure your Cover Letter (and supporting CV) clearly specifies how your particular background and experience meets the requirements of the Authority position(s) specified in this booklet, and*
2. *That you fully answer any supplementary questions which are presented to you as part of our online application process.*

This will help ensure that the Assessment Panel is as informed as possible as to the basis for your candidature and why you believe you are a person who could potentially be appointed to

this State Board. **Please only include information that is directly relevant to the particular role for which you are applying.**

If you have any questions regarding the application process please email info@stateboards.ie.

6. Assessment Process

An Assessment Panel (the “Panel”) will be convened by PAS to consider and assess the applications received by PAS. The Panel will:

- review and discuss the expressions of interest received against the specific appointment criteria for the role, as advertised in this Information Booklet;
- assess potential candidates further once they meet the specified appointment criteria by undertaking any or all of the following steps:
 - Consideration of the written applications; and/or
 - Meeting/conference call; and/or
 - Referee checks; and/or
 - Any other selection or verification method deemed appropriate (this may include PAS requiring statutory declarations from shortlisted applicants as to the bona fides of the qualifications and experience contained in their applications).
- arrive at a shortlist of the most suitably qualified candidates (based on the information provided by the candidate) to be sent forward for consideration by the Minister.

Please note that the Public Appointments Service will not be responsible for any expenses incurred by candidates as part of our selection process.

7. Confidentiality

Subject to the provisions of the Freedom of Information Acts, 2014, applications will be treated in strict confidence. All enquires, applications and all aspects of the proceedings are treated as strictly confidential and are not disclosed to anyone, outside those directly involved in that aspect of the process.

Certain items of information, not specific to any individual, are extracted from computer records for general statistical purposes.

8. Data Protection

The Data Protection Act 2018 provides that the processing of personal data shall be lawful where such processing is necessary for the performance of a statutory function of a controller. PAS is mandated by statute under the Public Service Management (Recruitment and Appointments) Act, 2004 to act as the centralised assessment and selection body for the civil service and to carry out all the procedures necessary to undertake the recruitment, assessment and selection of suitable candidates for appointment. By submitting your personal data (including your name, address, contact details and details of your education and work history contained in your curriculum vitae and cover letter) via publicjobs.ie, you acknowledge that such data may be used by the Public Appointments Service and disclosed to and used by client departments, in connection with its statutory roles to assist and advise relevant Ministers in relation to appointments to the boards of State bodies. The information contained in your publicjobs profile is yours to manage, amend, update or delete as appropriate. For more detailed information on our Data Protection Policy, please see our [Code of Practice for the Protection of Personal Data in the Public Appointments Service](#).

If your application is assessed and you are considered to be suitable for appointment your c.v. and cover letter (and any additional supplementary information requested as part of the application process), will be forwarded to the State Board Liaison Officer in the relevant Department. Once it obtains your personal data, the Department will act as data controller of such data and will retain it for up to one year following the appointment/s. Unless you request the withdrawal of your application such data may be used in considering your suitability for other similar vacancies/roles that arise for a period of up to one year for this Board.

APPENDIX 1

Submitting your application:

In order to submit your application, you should take the following steps:

1. Go to www.stateboards.ie.
2. On the bar at the top of the page click on "Available Appointments".
3. This brings you to a page with all our advertised vacancies. Select whichever position you would like to apply for (you are welcome to apply for more than one position if you wish).
4. On the relevant page please click on the "apply for position" button at the bottom of the page
5. This will bring you to a page on www.publicjobs.ie and, if you already have a publicjobs.ie account, will prompt you for your username and password. If you do not have an account, you will be asked to create one.
6. Once you input your details you will be brought to a page where there is a prompt in the middle of the page which says "apply here". Click on the link to the online application form beside it.
7. A form will appear on your screen, some of the text boxes will be populated with information from your publicjobs.ie profile (Name, address etc.). You will need to complete the rest of the fields and enter your name and the date at the bottom of the form.
8. If there is a supplementary question, ensure that your response complies with the word limit and that it does not contain any special characters (i.e. %, & etc.) or you may receive an error message and will be unable to submit your application.
9. Click on "continue".
10. You will then be brought to a screen where you should upload your CV and Cover Letter. These are required documents and your application cannot be processed without them. Once you have selected these and uploaded them, please click on the "submit" button at the bottom of the page.
11. You will receive an e-mail confirmation (to the address listed in your publicjobs.ie profile) to confirm that your application has been submitted.