



## EXPRESSION OF INTEREST – SEC REVISION CLASSES 2024 – TEACHERS’ CIRCULAR

In the framework of the Youth Guarantee Project 3.0, and in relation to the **Revision Classes** for students who will be sitting for the **SEC resit examinations starting on th 27<sup>th</sup> August 2024**, the Youth Guarantee Office is hereby issuing this circular regarding the **call for teachers of Biology, Physics, English, Maltese and Mathematics**, or Heads of Department interested in delivering these Revision Classes.

### APPLICATION PROCESS

Please note:

1. The application form will be launched on **Wednesday 8<sup>th</sup> May 2024 at 15:30** and closes on **Wednesday 22<sup>nd</sup> May 2024 at 15:30**. The link to the application form is: <https://revisionclasses.azurewebsites.net/> Kindly note that this link will be active exactly on 8<sup>th</sup> May 2024 at 15:30.
2. The application form may also be accessed on our page: [www.jobsplus.gov.mt/revisionclasses](http://www.jobsplus.gov.mt/revisionclasses) or on our Facebook page <https://www.facebook.com/youthguaranteemalta>
3. Applicants will be able to submit the necessary documentation as indicated below directly through the application form. Whilst **we urge you submit the documents directly through the portal**, those who might not have the documents available will be able to submit the documents via email on [revisionclasses@gov.mt](mailto:revisionclasses@gov.mt)





## REQUIRED DOCUMENTATION

<b>1. Copy of Warrant</b>	
<b>2. AN EMAIL / Letter FROM THE HEAD OF SCHOOL</b>	<p>The email from the Head should:</p> <ol style="list-style-type: none"> <li>Specify the <b>total number of teaching years</b> (e.g. Mark has been teaching for five years).</li> <li>Confirm that the <b>teacher has experience teaching the subject applied for</b> (e.g. I confirm Mark has been teaching Biology for the past two years).</li> </ol>

*\*Teachers currently teaching Applied Science at middle/secondary school levels are eligible to give Biology preventive classes, only if they have past experience teaching Biology at secondary level. The experience specified in the email from the Head of School shall refer to the science subject they are currently teaching.*

### Delivery Information

- Applicant who do not upload the documents directly on the portal may submit the requested documents via email to [revisionclasses@gov.mt](mailto:revisionclasses@gov.mt) **by not later than Wednesday 22<sup>nd</sup> May 2024 at 15:30.**

### SELECTION CRITERIA

Teachers will be ranked according to the following criteria:

- 1. Time of application - 30 points**





2. **Total number of teaching years - 40 points**
3. **Previous experience working on the SEC Preventive Classes Project (total number of years) – 30 points**

#### **DETAILS ABOUT THE SEC REVISION CLASSES**

- The Revision Classes 2024 are expected to start on the 22<sup>nd</sup> July 2024 and shall run for 5 weeks.
- Lessons will be held in-class only in Mosta, Blata I-Bajda, Rahal Gdid and Victoria Gozo.
- Lessons scheduled on 15<sup>th</sup> August (Public Holiday) and the any final lessons which may conflict with resit exams should be replaced accordingly throughout the course of the lessons at a date and time in agreement with students and centre OIC;
- Teachers' will be expected to deliver classes from the allocated centres;
- The Revision classes will take place in the subjects referred to above (Biology, Physics, English, Maltese, and Mathematics) with class sizes being limited to **twelve (12) registered students**;
- Teachers will be required to provide tuition based on the updated curriculum for SEC exams for 2024 to students depending on the groups they are assigned;
- Each group will receive a minimum of **six (6) hours** tuition per subject, per week along **five (5) weeks**.
- **Teachers will be remunerated at the rate of €15.00 for every hour of work. Note: For every hour of contact time, teachers will be remunerated for an equivalent amount of preparation/correction time.**
- Teachers or Heads of Department from the State and Non-State sectors who are *qualified, warranted, and are currently teaching Biology/ Physics/ English/ Maltese/ Mathematics* are also eligible to apply.
- The selected candidates are ranked according to our selection criteria.





- The number of candidates chosen will depend on student demand, the subject taught, ranking, and availability.
- In absence of a sufficient number of teachers committing themselves to deliver revision lessons to at least one group, Jobsplus will be outsourcing the project to the private sector.

### Duties and Responsibilities

The duties of the teachers include:

- (a) Teaching and providing *English, and/or Maltese, and/or Mathematics and/or Physics and/or Biology* revision lessons to students in preparation for the September 2024 SEC examination first-sit sessions in the relevant subject/s;
- (b) Teachers will be required to provide tuition based on the updated MATSEC curriculum for 2024 resit exams to students depending on the groups they are assigned;
- (c) Recording the *daily attendance of the students* in the classes assigned to him/her.
- (d) Caring for equipment available in the school/centre;
- (e) Performing any other duties assigned by the OIC and Project Leader and/or their representative;

Should you need help or more information, kindly send an email on [revisionclasses@gov.mt](mailto:revisionclasses@gov.mt) or visit the links below:

Website: <https://jobsplus.gov.mt/funding/free-sec-revision-classes>

Facebook: [www.facebook.com/youthguaranteemalta/](http://www.facebook.com/youthguaranteemalta/)

