

**ST MALACHY’S COLLEGE**

The Board of Governors of the College invites applications for the following post:

**Creative Digital Technologist (2 Year, Full-Time Post)**

The College is pioneering a new creative industries skills development programme in their new Centre for Creative Technologies and Learning. It represents a significant investment in a new digital skills development facility at the College. We now need to employ a highly creative, digitally competent individual to support our ambition. You will be someone who has a broad interest in creative technology. You will understand gaming, game engines, Augmented and Virtual Reality, and have a good knowledge of creative software like Adobe, Unreal Engine and Google Workspace, or have the ability to acquire this knowledge quickly. You will also have the ability to understand how the hardware, software, and resources in this type of facility could be used and maximised to enhance the teaching and learning of creative digital skills, and deliver training to staff. You will manage, maintain and develop all aspects of the Creative Technology infrastructure, including the network ensuring that it is of high quality, safeguarded, and fit for purpose. This is an exciting opportunity to work in a pioneering centre in support of the digital skills education of thousands of young people and within the North Belfast Area Learning Community and beyond, and a chance to inspire the next generation of young creatives.

**Essential Criteria:**

1. A Degree/HND/HNC or equivalent in computing, 3D animation, games design, virtual reality or a relevant area OR 3 years’ experience working in a similar creative digital role, which should involve managing, supporting, troubleshooting networks and devices.

2. A digitally competent individual with a good working knowledge of a range of hardware such as Windows PCs, Chromebooks and Mobile devices.

3. A good working knowledge of Active Directory and at least one of Google Workspace, Microsoft 365, or macOS.

4. Good communication skills and the ability to work with staff, students and other stakeholders.

5. Enthusiastic, hardworking, a willingness to learn and good initiative.

**Desirable Criteria:**

1. Experience with at least two of Coding, Games Development, Robotics, Digital Media, Adobe Creative Suite or Virtual Reality.

2. An understanding of the current Digital curriculum or use of technology in the Classroom.

3. A demonstrable working knowledge of C2K Systems.

 **Salary** band NJC 19 to 25 (£25,927 to £30,095). Salary placement dependent on skills and experience.

*Criteria may be enhanced for short-listing purposes. Further information and application forms are available directly at the College’s reception, to download from the College website at* **http://www.stmalachyscollege.com** *or by post from The Monitoring Officer, 36 Antrim Road, Belfast BT15 2AE. Closing date for receipt of applications is* ***Monday 22nd August 2022 at 3.00pm***

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 **Supported by Belfast Charitable Society Supported by The James Kane Foundation**

**Catering Manager (Term-Time)**

To be responsible for the efficient and effective delivery of the catering service within the College.

**Essential Criteria:** City and Guilds 706/2, NVQ Level 2 Catering or equivalent and Basic Food Hygiene Certification or equivalent. A minimum of 1-year experience in large scale catering as an assistant cook or equivalent.

**Desirable Criteria:** Intermediate Hygiene Certificate. Bakery qualification

**Hours & Pay Rates:** 33.75 hours per week, term-time. PayScale 3 Spinal Points 5-6 (£10.468 to £10.6774 per hour)

**Classroom Assistants (Special Needs) (Term-Time)**

Permanent and Temporary (to June ’23) term time posts to provide assistance to individual pupils with special educational and behavioural needs.

**Essential Criteria:** Applicants must hold a minimum of 2 A Levels, (grades A to E) or at least six months’ experience of supporting children with SEN in a classroom environment and a minimum of 5 GCSE/O Levels including English and Mathematics (grades A to C).

**Desirable Criteria:** Preference may be given to those applicants that have a recognised SEN qualification; or have at least six months’ experience of working as a Classroom Assistant.

**Hours & Pay Rates**: 30 hours per week term-time, (£10.468 to £10.6774 per hour).

**General Care Assistant (Term-Time)**

Temporary, term time post to provide assistance to an individual pupil with special needs.

**Essential Criteria:** Applicants must hold a minimum of GCSE/O Level English and Mathematics grades A to C.

**Desirable Criteria:** Preference may be given to those applicants that have at least three months’ relevant experience in looking after children with special needs and/or a recognised qualification in a related SEN area.

**Hours & Pay Rates:** 30 hours per week, term-time, (£9.8639 per hour).

**Sixth Form Study Supervisor (Term-Time)**

Permanent post to supervise senior pupils during study and Computer room supervision and to assist in the College administration.

**Essential Criteria:** Experience of teaching or supervising children studying in a school or college.

**Hours & Pay Rates:** 30 hours per week, term-time, (£10.40 per hour).

*Criteria may be enhanced on all posts for short-listing purposes. Further information and application forms are available directly at the College’s reception, to download from the College website at* **http://www.stmalachyscollege.com** *or by post from The Monitoring Officer, 36 Antrim Road, Belfast BT15 2AE. Closing date for receipt of applications is* ***Friday 3rd June 2022 at 3.00pm***

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