

**EDUCATIONAL RESEARCH CENTRE (ERC)
VACANCIES FOR FULL-TIME RESEARCH ASSISTANT POSTS (2)**

Research Assistants – Irish language, initial work involving the **Gaeltacht Schools Recognition Scheme Evaluation** (one permanent, one specified purpose)

All applicants should have an honours degree (1 or 2:1) in a relevant discipline (e.g., psychology, statistics, data analytics, education, social science, Irish studies) and must have a high level of proficiency in oral and written Irish. It is **desirable** that candidates have a postgraduate degree in a relevant discipline; experience of research (for example, survey administration, liaising with schools and the statistical analysis of quantitative and/or qualitative data); knowledge of the development of language tests; and/or a full driving licence.

SALARY SCALE: €33,710 – €46,628

The preferred candidate will be offered the permanent position. One or more panels will be formed from which future similar vacancies may be filled. The panels will remain in place for 12 months from the closing date for applications and may be extended for a further 6 months.

Appointments are made on either a fixed-term (specified purpose) or permanent basis subject to successful completion of a probation period.

More information on the Gaeltacht Recognition Scheme is here:

<http://www.erc.ie/programme-of-work/evaluation-of-the-gaeltacht-schools-recognition-scheme/>

Shortlisting will apply. It is anticipated that shortlisted candidates will be invited to complete a short written assessment (via email) within 1-2 weeks of the closing date, with interviews scheduled for 1-2 weeks following the written assessment.

Applications **must** include:

- cover letter that describes how the applicant's skills and experience meet the requirements for the post(s)
- curriculum vitae
- names and contact details of two referees

CLOSING DATE: 5.00 PM, FRIDAY JUNE 19, 2020.

to: vacancies@erc.ie

Applications should generate an automated response – if you do not receive a response shortly after you submit your application, contact Patricia Gaffney at Patricia.Gaffney@erc.ie.

Job Specification

Background

The Educational Research Centre (ERC) was established as a Statutory Body in accordance with the Education Act (1998) in September 2015, but has been in existence since January 1966, and is located on Dublin City University's (DCU) St Patrick's College Campus in Drumcondra. Research is carried out at the request of the Department of Education and Skills or other agencies (e.g., NCCA or NCSE) and on the initiative of ERC staff. The ERC also provides an assessment service to the education system by, for example, developing and distributing standardised tests for use by schools. Further information is available on the ERC's website at www.erc.ie.

The Posts

Appointments are made on a permanent or specified purpose basis (depending on the ERC's Programme of Work) subject to successful completion of a probation period.

Required by all candidates (core requirements):

- An honours primary degree (1 or 2:1) in a relevant discipline (e.g., psychology, statistics, data analytics, education, social science)
- Strong proficiency in spoken Irish and a high level of accuracy in written Irish
- Statistical analysis skills (including experience with SPSS or similar statistical software)
- Excellent interpersonal and communication skills, especially the ability to liaise with schools and other educational institutions and/or bodies
- Excellent planning and organisational skills
- Excellent personal effectiveness, flexibility and problem-solving
- The ability to work both on own initiative and collaboratively.

and one or more of the following are **desirable**:

- A post-graduate degree in a relevant discipline (e.g., psychology, statistics, data analytics, education, social science, Irish studies)
- Experience in using linked data management software (e.g., Microsoft Access)
- Experience of working in a research environment
- Qualitative data analysis
- Knowledge of educational issues
- Knowledge of the construction and standardisation of language tests.
- Experience in developing surveys in the Irish language.

A current full clean driver's license and access to a car for occasional work-related purposes are **desirable**, but not essential.

Main Duties

All successful candidates may be expected to:

- Assist with administrative work (e.g. liaison with schools and other agencies/bodies)
- Prepare or adapt instruments (e.g., tests, questionnaires) to be used in the study
- Assist in the management of databases
- Attend meetings and liaise with external agencies in relation to assigned projects
- Conduct literature searches and reviews under supervision
- Conduct data processing and data coding activities under supervision
- Conduct statistical analysis (e.g., using SPSS, HLM, MPLUS) under supervision
- Assist in report writing
- Provide support to other Centre projects (e.g., by translating materials into Irish)
- Undertake any other duties as may be assigned from time to time.

In line with public health guidance, it is envisaged that the successful candidate(s) will initially work from home with appropriate supports from the ERC. Once restrictions are lifted, on-site work will resume (Drumcondra, Dublin) with the option of exploring flexible working arrangements.

Salary Scale: €33,710 – €46,628

Appointments will be made on the Research Assistant Scale to the Public Sector at a point in line with current Government Pay Policy, with new entrants commencing at the first point of the scale.

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The ERC provides a flexible, dynamic and challenging working environment and is an equal opportunities employer.