

Invitation for Expressions of Interest to Join a Panel for Literacy Training Work with the National Adult Literacy Agency.

Closing date: Friday 9th April, 2021

Return to: ahegarty@nala.ie

Background information

The National Adult Literacy Agency (NALA) invites expressions of interest from experienced and suitably qualified adult literacy trainers to join a panel that may be contracted to design and deliver future workshops to adult literacy practitioners, staff in further education training and adult education as well as front-line staff in related sectors.

About NALA

NALA's vision is an Ireland where adult literacy is a human right, where everyone has the right and opportunity to develop their literacy, numeracy, and digital skills, and where individuals can take part fully in society.

NALA is the only organisation in Ireland that is solely dedicated to improving adult literacy, numeracy and digital skills. We are a membership organisation and a publicly funded registered charity. NALA is an advocate for, and a provider of, adult literacy, numeracy and digital skills supports. Our advocacy role includes working to advance policy through engagement with government departments and relevant organisations.

Context

NALA's Strategic Plan 2020 - 2022 includes the following key objectives:

1. To work in partnership to add value to the delivery of the FET Strategy 2020-2024 as it relates to adult literacy, numeracy and digital skills.
2. To create and share supports to improve literacy, numeracy and digital skills in healthcare and community development.
3. To increase literacy, numeracy and digital skills through research, innovation, and effective communication.

Central to the successful delivery of these objectives is the delivery of innovative, accessible and relevant online, blended and face-to-face literacy training and workshops. Our work is guided by the principles of adult literacy education and is

delivered to a wide range of stakeholders such as adult literacy practitioners, FET staff, front-line service staff and includes training in the following areas:

1. Integrating Literacy
2. Preparing Learning Materials
3. Literacy Awareness Training
4. Health Literacy

Submission Requirements

Interested individuals are required to submit the following to Dr. Ann Hegarty ahegarty@nala.ie by Friday 9th April at 5 pm.

- A cover letter outlining relevant literacy expertise and experience.
- An up to date Curriculum Vitae outlining relevant qualifications and experience in
 - Designing and delivering training and workshops in the area of adult literacy.
 - Specific expertise in the area of integrating literacy.
 - Developing and delivering training and workshops to adult literacy tutors.
 - Delivering training using online tools such as Zoom, MS Teams, GoTo Webinar, Google Classroom, Brightspace etc.
- Contact information for three recent references.

Selection Criteria / Process

Expressions of interest will be evaluated against the following criteria

- Relevant experience and qualifications
- Relevant technical skills criteria:

Applicants may be requested to attend an interview and, or submit a proposed workshop outline.

Applicants will be notified if they have been selected for inclusion on the panel.

Subject to need, panel members may be offered an assignment to develop and deliver a workshop or series of workshops.

If offered an assignment / contract of service, the successful candidate will

- collaborate with the NALA Literacy Innovation Worker on the design, delivery and evaluation of the workshop(s)
- have access to current NALA professional development content and resources
- receive the following rate(s) of pay:

- €150 for consultation, planning, preparation, delivery, evaluation and administration of a 1-2 hour training session.
- €300 for consultation, planning, preparation, delivery, evaluation and administration of a 3-4 hour of training session.
- A half day rate of €150 and a day rate of €300 per day will apply for any other relevant work upon agreement.

For further information please contact:

Dr. Ann Hegarty, Literacy Innovation Worker, telephone: 01 412 7912 (direct) or email ahegarty@nala.ie.