msletb
Bord Oideachais agus Oiliúna
Mhaigh Eo, Shligigh agus Liatroma
Mayo, Sligo and Leitrim
Education and Training Board

CANDIDATE INFORMATION BOOKLET

Competition for appointment to the fixed term position of:

COMMUNITY LINK WORKER

(Traveller and Roma Education Strategy)

Reference No: COLW26

Mayo, Sligo and Leitrim Education and Training Board

Closing Date: 12 noon on Thursday 26th November, 2026

Introduction

Mayo, Sligo and Leitrim Education and Training Board (MSLETB), provides a comprehensive range of education and training services throughout the region.

One of 16 ETBs nationally, MSLETB has the largest geographical area, covering 9014 km² across the 3 counties.

MSLETB serves a population of 243,000 people and its head office is located in Castlebar, with additional offices in Sligo and Carrick-On-Shannon.

We have a 21-member Board which has oversight of the services provided by almost 1650 staff, to over 20,000 learners, with an annual budget of almost 143 million euro.

Our learners include fulltime students in post primary schools and also learners engaged in a wide range of Further Education and Training Courses.

MSLETB educational provision includes 17 second level schools, while further education and training services are provided through education colleges, training centres and a range of adult and further education and training centres. These locations deliver education and training services such as, Post Leaving Certificate Courses (PLCs), VTOS, Youthreach, Outdoor Education, Youth Services, Career Traineeship and Apprenticeship. The range of information and activities included in this website give some indication of the full scale and breadth of our Education and Training Board services.

Mayo, Sligo and Leitrim ETB places learning and the learner at the heart of its education and training provision with a mission of providing real opportunities for life and living to people in our region. I hope this website will give you an insight into the wide range of programmes and services we offer.

Background to the post:

The Community Link Worker positions have been established as a result of a key action under the Traveller and Roma Education Strategy (TRES). The evaluation of the NTRIS Supporting Traveller and Roma (STAR) pilot found that the additional resources provided to each of the four pilot areas, including the community education worker played a valuable role in building the link between the families, communities and the schools. The establishment of the community link worker roles are also based on the recommendations of the OECD Education for Inclusive Societies project Review of Resourcing Schools to Address Educational Disadvantage in Ireland.

The Community Link Worker will work with both DEIS and non-DEIS schools, children, families and the wider community to enhance the learning experience and outcomes for children and young people from Traveller or Roma communities at risk of educational disadvantage.

The positions are of a fixed duration of 18 months to pilot the initiative.

The Community Link Worker posts are funded by the Department of Education and Youth through Tusla Education Support Services (TESS) under the School Completion Programme (SCP).

Roles and Responsibilities:

The successful candidate will work as part of a TESS integrated approach to support attendance, participation, retention and progression. The community link worker will be responsible for building relationships with Traveller, Roma and school communities and will work with a number of stakeholders to identify need and supports. This will include supporting children and young people and their families at key transition points, promoting a culture of inclusion in schools and facilitating positive communication and engagement between schools, families and communities to support the learning environment for Traveller and Roma children and young people and those at risk of educational disadvantage to improve their educational outcomes.

The successful candidate will report directly to the Director of Schools or any other nominated person of MSL ETB and will also have reporting responsibilities to the TESS TRES team.

The community link workers will engage with existing organisations and services such as Traveller and Roma organisations, youth services and projects and community organisations, Home School Community Liaison (HSCL), School Completion Programme (SCP), Educational Welfare Service (EWS) and National Educational Psychological Service (NEPS) as relevant to implement local responses to the needs of Traveller and Roma children, young people and families. This will include supporting activities that are relevant to the implementation of the Traveller and Roma Education Strategy in line with national targets and timelines.

The responsibilities of the Community Link Worker will include but are not limited to the following:

- Building trusting relationships with Traveller and/or Roma children, young people, families, organisations and communities.
- Working in partnership with key stakeholders including the whole school community, local Traveller and /or Roma organisations and community workers, including those under education or related disciplines, to identify local needs and provide linkages to available supports and initiatives.
- Supporting children, young people and their families at key transition points e.g. moving from early years to primary, from primary to post-primary and between years moving from Junior cycle to Senior cycle with a specific focus on increasing retention to Leaving Certificate and transition to further education, training and employment opportunities.
- Working with the integrated services operating under TESS which includes SCP, HSCLs, EWOs, at a local level to achieve progress on local education concerns and the priority education actions contained in the TRES which includes improved participation and retention in school.
- Promoting and supporting positive participation, communication and engagement between home, school and the community to enhance attendance, participation and engagement, retention, progression and educational outcomes for children and young people.
- Monitoring school attendance and other relevant indicators and engaging with the appropriate supports to plan for improved attendance.
- Increasing awareness amongst the communities of the rights and obligations of parents/guardians and schools.
- Supporting schools and communities to foster an inclusive and ambitious culture with an anti-racism and intercultural approach in and out of school through initiatives that have been successful in the STAR Pilot project.
- Providing feedback and input to team meetings and evaluations, preparing progress reports for the Director of Schools/Delegated Officer and TESS TRES team which feed into the overall reporting on TRES progress and objectives including improving access, participation and outcomes.
- Following policies and procedures prescribed by MSL ETB in relation to child safeguarding and other matters.
- Participating in continuous professional development and training as required for the role

This job description is not intended to be a comprehensive list of all duties involved and consequently, the post holder may be required to perform other duties as appropriate to the post which may be assigned to him / her from time to time by the CE and to contribute to the development of the post while in the role

Professional Qualifications and Experience

- A relevant qualification in Youth Work, Community Work, Education, Social Care, Psychology or a related field (QQI Level 7 minimum) or a minimum of three years direct work experience with Travellers and/or Roma in an education or youth setting.

- Strong interpersonal and communication skills (written, verbal and listening), with the ability to engage young people from diverse backgrounds.

- Good knowledge of the Irish education system and understanding of working within a school environment with a proven interest in youth work or community development.

- Experience of working with Travellers and/or Roma with a good knowledge of the issues and concerns faced by these communities.

- Second relevant language beneficial e.g. Romani, Czech.

- Ability to work at an individual, team and community level including across a multi-disciplinary setting.

- Good I.T. skills including Word, Excel, PowerPoint.

Note:

- Must be willing to work outside normal office hours as necessary.
- Full clean Irish Driving Licence as travel will be a feature of this role.
- Garda vetting will apply.
- Applications from members of the Traveller and Roma communities are especially welcome.

Key Competencies:

Leadership Potential

- Is flexible and willing to adapt, positively contributing to the implementation of change.
- Contributes to the development of policies in own area and the broader Department/Organisation.
- Seeks to understand the implications of taking a particular position on issues and how interdependencies need to be addressed in a logical and consistent way.

Interpersonal and Communication Skills

- Builds and maintains contact with colleagues and other stakeholders to assist in performing roles
- Encourages open and constructive discussions around work issues
- Treats others with diplomacy, tact, courtesy and respect, even in challenging circumstances Presents information clearly, concisely and confidently when speaking and in writing

Administrative, Organisational and Decision Making Skills

- Ability to use previous knowledge and experience in order to guide decisions
- Ability to prioritise work and multi task based on deadlines and demands
- Is resourceful and creative, generating original approaches when solving problems and making decisions.

Delivery of Results

- Taking responsibility and accountability for the delivery of agreed objectives
- Demonstrates enthusiasm for new developments/changing work practices and strives to implement these changes effectively
- Practices and promotes a strong focus on delivering high quality customer service, for internal and external customers

Specialist Knowledge, Expertise and Self Development

- Has a clear understanding of the roles, objectives and targets of self and team and how they fit into the work of the unit and Department/Organisation and effectively communicates this to others
- Has high levels of expertise and broad Public Sector knowledge relevant to his/her area of work
- Focuses on self-development, striving to improve performance

Drive and Commitment to Public Service Values

- Strives to perform at a high level, investing significant energy to achieve agreed objectives
- Demonstrates resilience in the face of challenging circumstances and high demands
- Is personally trustworthy and can be relied upon
- Ensures that customers are at the heart of all services provided
- Upholds high standards of honesty, ethics and integrity

The Office

This is an 18 month, fixed term position, 35 hours per week (option to be filled by one full time worker or two part time workers sharing the role). The successful candidate must be willing to work outside normal office hours, as necessary.

The holder of the office shall not engage in any gainful occupation, other than as an officer of MSLETB, to such an extent as to impair the performance of his or her duties as an officer of MSLETB or in any occupation which might conflict with the interests of MSLETB or which might be inconsistent with discharge of his or her duties as a MSLETB Officer.

This post is not part of the Public Sector Pension Scheme, however as part of your employment, you may be automatically enrolled in the State's automatic retirement savings system known as 'My Future Fund' (the Scheme), subject to the statutory eligibility criteria as set out under the Automatic Enrolment Retirement Savings System Act 2024. This scheme is administered by the National Automatic Enrolment Retirement Savings Authority (NAERSA).

Probation

The successful candidate shall serve a probationary period in accordance with the terms set out in MSL ETB's Probationary Policy.

Salary

The salary shall be fully inclusive and shall be as determined from time to time. Holders of the office shall pay to MSLETB any fees or other monies *(other than their inclusive salary)* payable to or received by them by virtue of their office or in respect of any services which they are required by or under any enactment to perform.

Salary Scale is in accordance with Circular Letter 00058/2026.

Salary scale and entry point on this scale will be determined in accordance with Circulars issued by the Department of Education & Youth

Rate of remuneration may be adjusted from time to time in line with Government Policy.

Salary Scale: City of Dublin Youth Services Youth Worker Salary Scale	
Rate from 01/06/2026	**New Entrants Rate from 01/06/2026**
€42,823	€39,661
€46,155	€42,159
€49,492	€42,823
€52,856	€46,155
€56,380	€49,492
€58,157	€52,856
	€56,380
	€58,157

Sick Leave
Pay during properly certified sick absence, provided there is no evidence of permanent disability for service, will apply on a pro-rata basis, in accordance with the provisions of the relevant legislation and Department of Education & Youth sick leave circulars.

Annual Leave
The annual leave allowance for the position of Community Link Worker is 28 days. This allowance is subject to the usual conditions regarding the granting of annual leave in MSLETB, is based on a five-day week and is exclusive of the usual public holidays.

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Location/Base

The initial location for the position of Community Link Worker will be Ballina, Co Mayo.

Mayo, Sligo and Leitrim Education and Training Board reserves the right to assign you to any other location or base that is under the control of Mayo, Sligo and Leitrim Education and Training Board, as the need arises. Any change in location or base by Mayo, Sligo and Leitrim Education and Training Board will not be deemed as redeployment as provided for under the Public Service Agreements

Start Date

MSLETB shall require a person to whom an appointment is offered to take up such appointment within a period of not more than 6 weeks and if they fail to take up the appointment within such period or such long period as the MSLETB in its absolute discretion may determine, MSLETB shall not appoint them.

Business Travel

When absent from home and headquarters on duty appropriate travelling expenses and subsistence allowances will be paid subject to the normal ETB/Public Service regulations.

Department of Education and Skills Early Retirement Scheme for Teachers Circular 102/2007

The Department of Education and Skills introduced an Early Retirement Scheme for Teachers. It is a condition of the Early Retirement Scheme that with the exception of the situations set out in paragraphs 10.2 and 10.3 of the relevant circular, and with those exceptions only, if a teacher accepts early retirement under Strands 1, 2 or 3 of this scheme and is subsequently employed in any capacity in any area of the public sector, payment of pension to that person under the scheme will immediately cease. Pension payments will, however, be resumed on the ending of such employment or on the person's 60th birthday, whichever is the later, but on resumption, the pension will be based on the person's actual reckonable service as a teacher (i.e. the added years previously granted will not be taken into account in the calculation of the pension payment).

Ill-Health Retirement
Please note that where an individual has retired from a Civil/Public Service body on the grounds of ill-health his/her pension from that employment may be subject to review in accordance with the rules of ill-health retirement within the pension scheme of that employment.

Eligibility to compete

Citizenship requirements
Eligible Candidates must be:

(a) A citizen of the European Economic Area (EEA). The EEA consists of the Member States of the European Union, Iceland, Liechtenstein and Norway; or
(b) A citizen of the United Kingdom (UK); or
(c) A citizen of Switzerland pursuant to the agreement between the EU and Switzerland on the free movement of persons; or
(d) A non-EEA citizen who has a Stamp 4 permission[1] or a Stamp 5 permission.

To qualify candidates must be eligible by the date of any job offer.

Department of Environment, Community & Local Government (Circular letter LG (P) 06/2013

The Department of Environment, Community & Local Government Circular Letter LG (P) 06/2013 introduced a Voluntary Redundancy Scheme for Local Authorities. In accordance with the terms of the Collective Agreement: Redundancy Payments to Public Servants dated 28 June 2012 as detailed below, it is a specific condition of that Voluntary Early Retirement (VER) Scheme that persons will not be eligible for re-employment in any Public Service body [as defined by the Financial Emergency Measures in the Public Interest Acts 2009 – 2011 and the Public Service Pensions (Single Scheme and Other Provisions) Act 2012] for a period of 2 years from their date of departure under this Scheme. These conditions also apply in the case of

engagement/employment on a contract for service basis (either as a contractor or as an employee of a contractor).

Department of Health and Children Circular (7/2010)

The Department of Health Circular 7/2010 dated 1 November 2010 introduced a Targeted Voluntary Early Retirement (VER) Scheme and Voluntary Redundancy Schemes (VRS). It is a condition of the VER scheme that persons availing of the scheme will not be eligible for reemployment in the public health sector or in the wider Public Service or in a body wholly or mainly funded from public monies. The same prohibition on re-employment applies under the VRS, except that the prohibition is for a period of 7 years. People who availed of the VER are not eligible to compete in this competition. People who availed of VRS scheme and who may be successful in this competition will have to prove their eligibility (expiry of period of non-eligibility).

Collective Agreement: Redundancy Payments to Public Servants

The Department of Public Expenditure and Reform letter dated 28th June 2012 to Personnel Officers introduced, with effect from 1st June 2012, a Collective Agreement which has been reached between the Department of Public Expenditure and Reform and the Public Services Committee of the ICTU in relation to ex-gratia Redundancy Payment to Public Servants. It is a condition of the Collective Agreement that persons availing of the agreement will not be

eligible for re-employment in the public service by any public service body (as defined by the Financial Emergency Measures in the Public Interest Acts 2009-2011) for a period of 2 years from termination of the employment. People who availed of this scheme and who may be successful in this competition will have to prove their eligibility (expiry of period of non-eligibility).

Declaration

Applicants will be required to declare whether they have previously availed of a Public Service scheme of incentivised early retirement. Applicants will also be required to declare any entitlements to a Public Service pension benefit (in payment or preserved) from any other Public Service employment and/or where they have received a payment-in-lieu in respect of service in any Public Service employment.

IMPORTANT NOTICE: The above represents the principal conditions of service and is not intended to be the comprehensive list of all terms and condition of employment which will be set out in the employment contract to be agreed with the successful candidate.

How to Apply

Applications on the official MSL ETB Application Form are only accepted by email in PDF format to: employment@msletb.ie. It is vital to enter the reference number of the post in the subject line of email.

The Application Form allows applicants to detail their qualifications, skills and experience and how they meet the essential requirements and personal attributes of the post.

Please note: Only applications submitted on the official application form will be considered.

Closing Date

The closing date for receipt of applications is ***12:00 noon on Thursday, 26th November 2026.***

MSLETB will not consider an application received outside the closing date.

Essential Requirements and Personal Attributes
Candidates will be required to possess all the essential requirements and personal attributes required for the position. They will be requested to demonstrate this both in the application form and, if shortlisted, by interview and/or a presentation.

Health
Candidates must be in a state of health such as would indicate a reasonable prospect of ability to render regular and efficient service.

Selection Process

The Selection Process may include:

- shortlisting of candidates on the basis of the information contained in their application
- an initial/preliminary interview which may in turn include a questionnaire and/or presentation by the candidate;
- a competitive interview, which may also include a presentation or other exercise by the candidate.
- Work sample/role play/ media exercise, and any other tests or exercises that may be deemed appropriate.

Please note that if MSLETB deems that there is an insufficient number of candidates for a competition to proceed, MSLETB reserves the right to re-advertise the position. Any candidates who applied for the original competition will be entered into the re-advertised position competition automatically.

Shortlisting

The number of applications received for a position generally exceeds that required to fill existing and future vacancies for the position. While a candidate may meet eligibility requirements of the competition, if the numbers applying for the position are such that it would not be practical to interview everyone, MSLETB may decide that a smaller number will be called to the next stage of the selection process. In this respect MSLETB provide for the employment of a shortlisting process to select a group who, based on an examination of the application forms, appear to be the most suitable for the position. This is not to suggest that other candidates are necessarily unsuitable or incapable of undertaking the job, rather that there are some candidates, who based on their application, appear to be better qualified and/or have more relevant experience.

An expert board will examine the application forms against agreed shortlisting criteria based on the requirements of the position. The shortlisting criteria may include both the essential and desirable criteria specified for the position. It is therefore in your own interest to provide a detailed and accurate account of your qualification/experience in your application.

Interviews

The scheduling of interviews is at the discretion of MSL ETB. Candidates will be required to attend interviews at their own expense. In general, candidates must physically attend for interview as MSLETB does not normally entertain any requests for phone or video interviews, however currently, it may be a requirement for candidates to be interviewed using Microsoft Teams or using another software solution as determined by MSL ETB. MSLETB will not entertain any requests to alter the allocated interview date or time, however MSLETB reserves the right to alter candidates allocated interview date or time. Candidates who do not attend for interview when and where required, or confirm their acceptance of attendance at interview if requested, will have no claim for further consideration and their candidature will be deemed to be withdrawn

Panel

A panel may be formed by the interview board. Once a panel is formed, it remains in existence for 1 year and may be extended.

Communication

You may have your ability to communicate effectively in Irish and English assessed. Your ability in the language in which the interview is conducted will be assessed at the interview itself and in the other language by a separate competitive language test. This test will comprise conversation on ordinary topics and, to the extent that this may be appropriate, on matters relating to the duties of the post.

References

We would appreciate it if you would start considering names of people who you feel would be suitable referees that we might consult (2 - 3 names and contact details). These referees do not have to include your current employer, but should be in a position to provide a reference for you. Please be assured that we will only collect the details and contact referees should you come under consideration for the post.

Security Clearance

When a panel member accepts a post they will need to apply for a vetting disclosure from the National Vetting Bureau if their role is engaged in relevant work (e.g. access to, or contact with, children or vulnerable adults). The applicant will be required to complete and return a Garda Vetting form should they come under consideration for appointment. This form will be forwarded to An Garda Síochána for security checks on all Irish and Northern Irish addresses at which they resided. This process will be initiated by MSLETB for the confirmed successful candidate recommended for any post engaged in relevant work.

If you have lived in any country for 6 months or more from the date of your 16th birthday other than the Republic of Ireland or Northern Ireland it will be mandatory to provide security clearance for each jurisdiction in which you have resided stating that you have no convictions recorded against you while residing there. All appointments will require satisfactory security clearances. Please note if you require overseas security clearance and are unable to produce it at the time of the job offer then the job offer may be withdrawn.

Your security clearance must be dated AFTER you left that country and cover the entire period of your residence. Seeking security clearances from other countries (e.g. UK excluding Northern Ireland, USA etc.) are the responsibility of the candidate. It is a process which can take an amount of time. Therefore, if you are interested in pursuing a career within MSLETB we strongly advise that you commence seeking international security clearances now.

Note: Candidates who studied outside of the Republic of Ireland or Northern Ireland e.g. in the UK (excluding Northern Ireland), please pay particular attention to this. You will require UK disclosure to cover the entire period you were in the UK. Clearance must be dated **after** you left the UK.

The following websites may be of assistance to you in this regard:

United Kingdom

https://www.acro.police.uk/police_certificates.aspx

http://www.police.uk/forces/ website will provide you with a link to each police force site in the UK. Click on the relevant force covering the area where you resided. A search under Data Protection or Data Access Request or Subject Access Request will bring you to the relevant section of that Police Forces website.

https://www.gov.uk/browse/working/finding-job (This website will provide you with a list of registered agencies to contact in the UK who may process your request for UK clearance with the Criminal Records Bureau).

Australia

www.afp.gov.au This website will provide you with information on obtaining a national police clearance certificate for Australia

New Zealand

www.police.govt.nz This website will provide you with information on obtaining police clearance in New Zealand.

United States of America

Please note that valid Security/Overseas Clearance from the USA must be obtained from the **FBI only,**

https://www.fbi.gov/about-us/cjis/identity-history-summary-checks

FBI Clearance is valid for all of the United States and convictions / remarks occurring anywhere in the United States would be noted. Individual US State Clearance (e.g., New York State Clearance) is not acceptable as it is valid for that State alone and convictions / remarks occurring in other States may or may not be noted.

Other Countries

For other countries not listed above you may find it helpful to contact the relevant embassies who could provide you with information on seeking Police Clearance.

Candidates please do not send us your overseas clearance or any other documentation unless we request it from you. Candidates who accept a job offer will have specified timeline within which to produce the required documentation; otherwise the job offer will be withdrawn. These timelines are communicated to you at pre-employment clearances stage – typically this is 5 working days.

When requested, a copy of your overseas Clearance will be retained on file and the original returned to you by post.

Note: Any costs incurred in this process will be borne by the candidate.

Other Important Information

Only applications submitted before the closing date and time will be accepted into the competition. Candidates must inform MSLETB of any changes to their details once they have submitted their application form. All further correspondence with applicants will be by email, therefore the onus is on the candidate to keep MSL ETB up to date on their current details.

The admission of a person to a competition, or invitation to attend an interview, is not to be taken as implying that the MSLETB is satisfied that such person fulfils the requirements of the competition or is not disqualified by law from holding the position and does not carry a guarantee that your application will receive further consideration. It is important, therefore, for you to note that the onus is on you to ensure that you meet the eligibility requirements for the competition before attending for interview. If you do not meet these essential entry requirements but nevertheless attend for interview you will be putting yourself to unnecessary expense as the MSLETB will not be responsible for refunding any expenses incurred.

Prior to any candidate being considered for appointment to this position the MSLETB may make all such enquiries including health checks that are deemed necessary to determine the suitability of that candidate. Until all stages of the recruitment process have been fully completed a final determination cannot be made nor can it be deemed or inferred that such a determination has been made.

Should the person recommended for appointment decline, or having accepted it relinquish it, the MSLETB may at its discretion, select and recommend another person for appointment on the results of this selection process.

MSLETB will not be responsible for refunding any expenses incurred by candidates.

The Importance of Confidentiality

Subject to the provisions of the Freedom of Information Act, 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.

Deeming of candidature to be withdrawn

Candidates who do not attend for interview as required or other test when and where required by MSLETB, or who do not, when requested, furnish such evidence, as MSLETB requires in regard to any matter relevant to their candidature, will have no further claim to consideration.

Candidates are expected to provide all requested documentation to MSLETB, including all forms issued by MSLETB for completion, within five days of request. Failure to do so will result in the candidate being deemed to have withdrawn from the competition and their candidature will receive no further consideration.

Use of Recording Equipment

MSLETB does not allow the unsanctioned use of any type of recording equipment on its premises. This applies to any form of sound recording and any type of still picture or video

recording, whether including sound recording or not, and covers any type of device used for these purposes.

Any person wishing to use such equipment for any of these purpose must seek written permission in advance. This policy is on place to protect the privacy of staff and customers and the integrity of our assessment material and assessment processes.

Unsanctioned use of recording equipment by any person is a breach of this policy. Any candidate involved in such a breach could be disqualified from the competition and could be subject to prosecution under section 55 of the Public Service Management (Recruitment & Appointments) Act 2004.

In addition, where a person found guilty of an offence was or is a candidate at a recruitment process, then

- Where he/she has not been appointed to a post, he/she will be disqualified as a candidate and
- Where he/she has been appointed subsequently to the recruitment process in question, he/she shall forfeit that appointment.

Candidates' Obligations

Candidates should note that canvassing will disqualify and will result in their exclusion from the process.

Candidates must not:

- knowingly or recklessly provide false information
- canvass any person with or without inducements
- interfere with or compromise the process in any way.

A third party must not personate a candidate at any stage of the process.

Any person who contravenes the above provisions or who assists another person in contravening the above provisions is guilty of an offence. A person who is found guilty of an offence is liable to a fine/ imprisonment.

In addition, where a person found guilty of an offence was or is a candidate at a recruitment process, then:

- where he/she has not been appointed to a post, he/she will be disqualified as a candidate and
- where he/she has been appointed subsequently to the recruitment process in question, he/she shall forfeit that appointment.

Quality Customer Service

We aim to provide an excellent quality service to all our customers. If, for whatever reason, you are unhappy with any aspect of the service you receive from us, we urge you to bring this to the attention of the unit or staff member concerned. This is important as it ensures that we are aware of the problem and can take the appropriate steps to resolve it.

General Data Protection Regulation (GDPR)

The General Data Protection Regulation (GDPR) came into force in the 25th May 2018, replacing the existing data protection framework under the EU Data Protection Directive.

When you submit an application for a competition, we create a computer record in your name. information submitted with a job application is used in processing your application. Where the services of a third party are used in processing your application, it may be required to provide them with information, however all necessary precautions will be taken to ensure the security of your data.

Mayo, Sligo and Leitrim Education and Training Board is an equal opportunity employer.