



CALL FOR APPLICATIONS TO FILL VACANCIES AT KINDERGARTEN AT ST ALOYSIUS COLLEGE PRIMARY SCHOOL

St Aloysius College would like to remind all interested applicants that it has zero tolerance policy towards any form of child abuse. St Aloysius College adheres to S.L. 327.546 (Recruitment, Initial Training and Continuous Professional Development of Personnel and Protection of Minors in Compulsory Education Regulations 2016) in its recruitment process. It also adheres to the Maltese Ecclesiastical Province Safeguarding Policy published in November 2024.

Nomenclatures denoting the male gender also include the female gender.

1.0 Introduction

1.1 The Head of School invites applications to fill a vacancy at Kindergarten.

2.0 Terms and Conditions

- 2.1 This appointment is subject to a probationary period of twelve (12) months
- 2.2 Thee selected candidate will be required to work on a definite contract to cover the period between the 7th January 2026 to 30th June 2026 and is subject to all applicable rules and regulations, particularly those established in the Church Schools Sector and St Aloysius College.
- 2.3 Persons employed as Teacher shall be placed in Salary Scale 9, which in 2025 is €27,145.00 per annum, rising by annual increments of €447 up to a maximum of €29,829.00.
- 2.4 A Teacher with a full teaching qualification (subject to a minimum of 90 ECTS/ECVET credits, or equivalent*) at Masters Level (MQF Level 7) will progress to Salary Scale 8, which in 2025 is €28,792.00 per annum, rising by annual increments of €487 up to a maximum of €31,713.00, on completion of two (2) years satisfactory service in Salary Scale 9, and to Salary Scale 7, which in 2025 is €30,507.00 per annum, rising by annual increments of €531 up to a maximum of €33,694.00, on completion of a further five (5) years satisfactory service in Salary Scale 8.

* A recognised Masters qualification with a minimum of 60 ECTS/ECVET credits is only accepted subject to an MQRIC formal Masters recognition statement being submitted with the application. A recognised Masters qualification form the University of Malta (awarded pre-2009) with less than 60 ECTS/ECVET credits is acceptable provided that it is verified by MQRIC that the workload is comparable to at least 60 ECTS/ECVET credits.

2.5 A Teacher with a Post Graduate Certificate in Education (PGCE) attained in 2016 or before, or with a Bachelor of Education (Hons.) from University of Malta attained in 2019 or before will progress to Salary Scale 8, which in 2025 is €28,792.00 per annum, rising by annual increments of €487 up to a maximum of €31,713.00, on completion of two (2) years satisfactory service in Salary Scale 9, and to Salary Scale 7, which in 2025 is €30,507.00 per annum, rising by annual increments of €531 up to a maximum of €33,694.00, on completion of a further five (5) years satisfactory service in Salary Scale 8.

2.6 A Teacher with full teaching qualification (subject to a minimum of 180 ECTS/ECVET credits, or equivalent**) at Degree Level (MQF Level 6) will progress to Salary Scale 8, which in 2025 is €28,792.00 per annum, rising by annual increments of €487 up to a maximum of €31,713.00, on completion of three (3) years satisfactory service in Salary Scale 9, and to Salary Scale 7, which in 2025 is €30,507.00 per annum, rising by annual increments of €531 up to a maximum of €33,694.00 on completion of a further five (5) years satisfactory service in Salary Scale 8.

2.7 A Teacher with a First Degree MQF Level 6 (subject to minimum of 180 ECTS/ECVET credits, or equivalent**) and a teaching qualification as recognised by Management from time to time, will progress to Salary Scale 8, which in 2025 is €28,792.00 per annum, rising by annual increments of €487 up to a maximum of €31,713.00, on completion of three (3) years satisfactory service in Salary Scale 9, and to Salary Scale 7, which in 2025 is €30,507.00 per annum, rising by annual increments of €531 up to a maximum of €33,694.00, on completion of a further five (5) years satisfactory service in Salary Scale 8.

**A recognised qualification comparable to 180 ECTS/ECVET credits, as applicable is only accepted subject to an MQRIC formal recognition statement being submitted with the application.

2.8 All Salary Scales for all grades mentioned in this call are supplemented by respective annual Class Allowance together with the respective annual Works Resources according to the grade and salary scale and are subject to yearly increments as stipulated in the agreement between the Church Authorities and the Malta Union of Teachers (MUT) on the 7th February 2025.

2.9 A selected candidate who proves any teaching experience in accordance with:

- The Addendum Freedom of movement of workers within member states of the EU (26th September 2013) and/or

- The Agreement to Facilitate Mobility for Educators between Licensed Schools (29th July 2015)
shall qualify for an adjustment in salary subject to entitlement.

3.0 Duties

3.1 It is the responsibility of the Teacher to provide appropriate, relevant, stimulating and engaging learning experiences for all learners under his/her care at kindergarten level as part of the Early Years Cycle. The Teacher is expected to collaborate with other educators who may be supporting this endeavour within or beyond the classroom, under the leadership of the school's Senior Leadership Team, also by engaging in the development of a Community of Professional Educators, including through School Development Planning. In pursuing this mission, the Teacher is to:

- i. keep abreast of developments in the Early Years Cycle, including but not limited to curriculum, pedagogy and recording/reporting of developmental progress;
- ii. create optimal conditions which facilitate a child's holistic development according to guidelines provided by the national and local designated authorities;
- iii. plan, create and evaluate a stimulating, enjoyable and positive environment conducive to learning through a variety of experiences, striking a balance between educator and learner led activities, which predominantly include structured learning through play, and informal creative play strategies;
- iv. assist, record and report children's language, physical, emotional, cognitive, social and spiritual development by planning relevant and stimulating, challenging but achievable experiences and activities that meet the individual learners' needs;
- v. broaden the child's knowledge and understanding of the world around him/her and the ability to respect diversity, also through the creation of opportunities for communication and establishment of social routines;
- vi. give full attention to children's language and literacy efforts and arranging environments which are symbol rich and interesting;
- vii. educate children according to guidelines provided by the National Curriculum Framework under the overall guidance of the competent education authority in the early years' sector;

- viii. keep up to date with changes in the early years' curriculum, developments and best practice;
- ix. facilitate the child's holistic development by creating a stimulating and positive environment conducive to learning using informal creative play strategies;
- x. plan, prepare and carry out educational activities which stimulate, foster and develop the child's abilities, personal and social attitudes and values, autonomy and intellectual curiosity in consonance with foundation stage childhood development;
- xi. develop and implement work schemes and activity plans in line with the requirements of this early childhood education foundation stage;
- xii. adopt and work towards the implementation of the school development plan of the particular school they are giving service in;
- xiii. organise and develop the kindergarten learning environment, visual aids and teaching and learning resources so as to foster enthusiasm for learning and help children achieve early learning curriculum goals;
- xiv. carry out age-appropriate activities to promote literacy through creativity, self-expressive arts – music and rhythm, drama and art;
- xv. provide opportunities for pupils to socialise with peers and adults with whom they come in contact;
- xvi. enable children to develop their gross motor control skills and physical capabilities so that they become independent according to their age;
- xvii. observe, assess and record the children's development, progress and behaviour;
- xviii. provide supervision and help during meals, dress and undress and toileting. (It is understood that children attending kindergarten should generally be toilet trained before they start attending school);
- xix. advise and collaborate with the Head of School, Deputy Head, other Teachers, Learning Support Educators and education officials in the preparation and development of educational playgroup sessions, educational materials and programmes of work;

- xx. participate in further training and on-going professional development as Teacher, including participation in In-Service education and training courses as directed by the school, Secretariat for Catholic Education and other educational authorities in consultation with the Union;
- xxi. maintain high standards of professional practice and behaviour as well as order and discipline among children under one's care thus safeguarding their health and safety at all times and locations;
- xxii. facilitate an effective transition process between child care and kindergarten, and between kindergarten and primary years if an as may be required. Individual assessment records shall constitute an important element of the transition process from one year to another. In cases of children with a disability, the Teacher is to make contact with the early intervention teacher so as to ensure the continuity of the educational programme already initiated;
- xxiii. participate in school-based staff development sessions and in Professional Development sessions;
- xxiv. may be assigned groups of mixed ages;
- xxv. participate in the induction programme, including mentoring sessions led by the school and/or the Secretariat for Catholic Education;
- xxvi. encourage participation in EU projects and other projects in accordance with the SDP targets and as agreed with the Senior Leadership Team;
- xxvii. perform any other duties assigned by the Head of School or his/her delegate.

3.2 A selected candidate shall be expected to successfully complete an induction course. Furthermore, s/he shall be required to participate in professional development courses, Continuous Professional Development (CPD) opportunities and in-service training programmes as appropriate to his/her role and functions as indicated by the Head of School and/or the Education Authorities as the case might be. S/he shall adopt and work towards the implementation of the school's development plan s/he is giving service in.

4.0 Eligibility requirements

4.1 By the closing time and date of this call for applications, applicants must be:

- (i) (a) citizens of Malta; **or**

- (b) citizens of other Member States of the European Union who are

entitled to equal treatment to Maltese citizens in matters of employment by virtue of EU legislation and treaty provisions dealing with the free movement of workers; **or**

- (c) citizens of any other country who are entitled to equal treatment to Maltese citizens in matters related to employment by virtue of the application to that country of EU legislation and treaty provisions dealing with the free movement of workers; **or**
- (d) any other persons who are entitled to equal treatment to Maltese citizens in matters related to employment in terms of the law or the above-mentioned EU legislation and treaty provisions, on account of their family relationship with persons mentioned in paragraph (a), (b) or (c); **or**
- (e) third country nationals who have been granted long-term resident status in Malta under regulation 4 of the “Status of Long-Term Residents (Third Country Nationals) Regulations, 2006” or who have been granted a residence permit under regulation 18(3) thereof, together with family members of such third country nationals who have been granted a residence permit under the “Family Reunification Regulations, 2007”; **or**
- (f) in possession of a residence document issued in terms of the “Residence Status of United Kingdom Nationals and their Family Members in Malta in accordance with the Agreement on the Withdrawal of the United Kingdom and Northern Ireland from the European Union and the European Atomic Energy Community Regulations”.

The advice of the Citizenship Unit within Community Malta Agency and Expatriates Unit within the Identity Malta Agency should be sought as necessary in the interpretation of the above provisions.

The appointment of candidates referred to at (b), (c), (d) and (e) above would necessitate the issue of an employment license in so far as this is required by the Immigration Act and subsidiary legislation. Jobsplus should be consulted as necessary on this issue.

- (ii) able to communicate in the Maltese and English Languages;

AND

(iii) in possession of a Teacher's Warrant (Permanent) awarded by the Council for the Teaching Profession (CTP) as provided for in the Education Act (Cap. 327). Provided that suitably qualified teachers who will eventually qualify for a Permanent Teacher's Warrant in accordance with Section 24 (2) of the Education Act (Cap. 327) or any subsequent revisions shall be eligible to apply; **AND**

(a) in possession of a full teaching qualification (minimum 90 ECTS) at Masters Level (MQF Level 7) in Early Childhood Education and Care; **OR**

(b) in possession of any other teaching qualification recognised by the Education Act and its subsidiary legislations leading to the award of a teacher's warrant and in possession of a permanent teacher's warrant; **OR**

(c) persons who became Regular Teachers on the basis of article 41 (2) (c) of the Education Act (Cap. 327);

Candidates in possession of a teaching qualification in Early Childhood Education and Care, must also be in possession of:

- Three (3) Secondary Education Certificates (SEC grade 1-5) and/or Ordinary Level ("O" Level grade A-C or 9-4) at MQF Level 3 or a recognised pertinent comparable qualification in Maltese Language, English Language and Mathematics. Provided that an applicant who does not satisfy these requirements would still be eligible to apply if s/he is in possession of a Permanent Teacher's Warrant and has been in a full-time teaching position in a licensed school for a period of not less than five (5) scholastic years in the last ten (10) scholastic years.
- Applicants who entered the course stipulated in paragraph 4.1(iii) (a) as mature students and successfully completed such course, are exempt from the provisions mentioned in the above paragraph provided they produce a testimonial to this effect from the awarding institution.

- (iv) Of good moral character; applicants must produce a Certificate of Conduct issued by the Police or other competent authority not earlier than one (1) month from the date of application.

4.2 Qualifications at a level higher than that specified above will be accepted for eligibility purposes, provided they meet any specified subject/area/cycle requirements.

Moreover, candidates who have not yet formally obtained any of the above-mentioned qualifications will still be considered, provided that they submit evidence that they have been approved for the award of the qualifications in question.

Furthermore, candidates who are currently following a recognised programme of study at a higher MQF level than that requested above will also be considered. Such candidates are to submit evidence that they have successfully completed the necessary ECTS/ECVET credits, or equivalent, and attained the required MQF level, by the closing time and date of the call for applications.

In the absence of documentary evidence as to the ECTS/ECVET credits or other system of measuring the course content, the selection board is to evaluate the submitted programme of study and determine that it is comparable to the 30/60/90/120/180 ECTS/ECVET credits (as applicable). The advise of the Malta for Further Higher Education Authority (MFHEA) may be sought.

4.3 Due consideration will be given to applicants who, besides the requisites indicated in paragraphs 4.1 – 4.2, have proven relevant work experience.

4.4 Applicants must be eligible to take up their due appointment, in terms of 4.1 to 4.2 above, not only by the closing time and date of this call for applications but also on the date of appointment.

4.5 Prospective applicants should note the requirement to produce MQRIC recognition statements in respect of their qualifications from MQRIC, or other designated authorities, as applicable.

4.6 In the absence of applications from eligible candidates according to paragraph 4.1 (iii), eligibility shall be extended to applicants in possession of a recognised full qualification (Degree) at MQF Level 6 in Early Childhood Education and Care, or comparable as determined by the competent authorities, that makes them eligible for the post of KGE (KGE III), in Salary Scale 9, will be considered for the post on the condition that they satisfy criteria 4.1 (i), (ii) and (iv). The salary for the post of KGE (KGE III) is Salary Scale 9, which in 2025

is €27,145.00 per annum, rising by annual increments of €447 up to a maximum of €29,829.00. A KGE (KGE III) will progress to Salary Scale 8, which in 2025 is €28,792.00 per annum, rising by annual increments of €487 up to a maximum of €31,713.00, upon five (5) years satisfactory service in Salary Scale 9.

- 4.7 In the absence of applications from eligible candidates according to paragraph 4.1 (iii) and 4.6, eligibility shall be extended to applicants in possession of a recognised full qualification (Diploma) at MQF Level 5 in Early Childhood Education and Care or a comparable professional qualification, makes them eligible for the post of KGE (KGE II), in Salary Scale 11, will be considered on condition that they satisfy criteria 4.1 (i), (ii) and (iv). The salary for the post of KGE (KGE II) is Salary Scale 11, which in 2025 is, €24,039.00 per annum, rising by annual increments of €375.00 up to a maximum of €26,290.00. A KGE (KGE II) will progress to Salary Scale 10, which in 2025 is, €25,571.00 per annum, rising by annual increments of €408 up to a maximum of €28,017.00 after 5 years' satisfactory service in Salary Scale 11.
- 4.8 A KGE in possession of a relevant Diploma at MQF Level 5 and with fifteen (15) years of satisfactory service in the KGEs stream shall progress to Salary Scale 9.
- 4.9 In the absence of applications from eligible candidates according to paragraph 4.1 (iii) and 4.6, 4.7 and/or in the absence of successful candidates, eligibility shall be extended to applicants in possession of a recognised full qualification (Certificate) at MQF Level 5 in Early Childhood Education and Care or a comparable profession qualification, makes them eligible for the post of KGE (KGE I), in Salary Scale 13, will be considered on condition that they satisfy criteria 4.1 (i), (ii) and (iv). The salary for the post of KGE (KGE I) is Salary Scale 13, which in 2025 is, €21,042.00 per annum, rising by annual increments of €336 up to a maximum of €23,055.00. A KGE (KGE I) will progress to Salary Scale 12, which in 2025 is €22,526.00 per annum, rising by annual increments of €354 up to a maximum of €24,650.00, upon five (5) years' of satisfactory service in Salary Scale 13.
- 4.10 A KGE in possession of a relevant Certificate at MQF Level 5 and with ten (10) years of satisfactory service in the KGEs stream shall progress to Salary Scale 11.
- 4.11 Regular KGEs who obtain a higher relevant qualification, shall be placed in the relevant Salary Scale in line with the qualification attained as from the date of obtaining the required qualification, given the qualification is presented within six (6) months of attainment. Should the employee delay beyond this period in presenting the qualification they shall be assimilated as from the date of presenting the qualification. For clarification and avoidance of doubt the date

of the transcript of the final qualification is taken into consideration in line with provisions of this clause. Years of service as supply shall be considered according to the terms of the Collective Agreement between The Church Authorities and The Malta Union of Teachers, signed on 7th February 2025.

5.0 Submission of Supporting Documentation

- 5.1 Qualifications and experience claimed must be supported by certificates and/or testimonials, copies of which should be attached to the application. Diploma/Degree/Post-Graduate certificates or comparable qualifications must be accompanied by a transcript (Diploma/Certificate supplement) in English, showing the Degree obtained and the final classification.
- 5.2 Original certificates and/or testimonials are to be invariably produced for verification at the interview.

6.0 Selection procedure

- 6.1 Eligible applicants will be interviewed by a selection board to assess their suitability for the post.
- 6.2 Due consideration will be given to applicants who, besides the requisites indicated in paragraphs 4.1 – 5.0, have proven relevant work experience.
- 6.3 Successful applicants will be listed in four (4) separate order of merit lists. List A will contain order of merit of successful applicants who satisfy all the requisites as specified in paragraph 4.1 (iii) above and engagement will be in the grade of Teacher. List B will contain the order of merit of successful applicants who qualify under paragraph 4.6 above and engagement will be in the grade of KGE (KGE III) with Degree at MQF Level 6. List C will contain the order of merit of successful applicants who qualify under paragraph 4.7 above and engagement will be in the grade of KGE (KGE II) with a Diploma at MQF Level 5. List D will contain the order of merit of successful applicants who qualify under paragraph 4.9 above and engagement will be in the grade of KGE (KGE I) with a Certificate at MQF 5. First preference will be given to successful candidate from List A, then to successful candidates from List B, then to successful candidates from List C and then to successful candidates from List D.
- 6.4 The results will be published on the notice board of the school within fifteen (15) working days of the interviews.
- 6.5 When filling vacancies open for both Fully Qualified (Regular) and Non-Qualified (Supply) Grades, in case successful candidates on the order of merit are in possession of all the necessary qualifications for the Regular post, the list

(order of merit) remains valid for one (1) year from the date of publication of result (for all fully qualified candidates only) unless otherwise specified in the Call. On the other hand, in the case of successful candidates only eligible for Supply Grades, the order of merit will only be valid until the end of the particular scholastic year for which the recruitment is being performed.

7.0 Submission of Applications

7.1 A letter of application accompanied by a CV, will be received in the first instance by the Rector by not later than noon of Sunday 7th December 2025. Applications are to be submitted by email to Pauline Sciberras and Dr Montebello on recruitment@staloysius.edu.mt by the above-mentioned closing date. The applications will be acknowledged by the Rector's Secretary. **Late applications shall not be considered.**

Dr Maria Montebello
Rector
St Aloysius College
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