

The JCSP Demonstration Library Project is inviting applications for the following temporary positions of JCSP School Librarian. The employer for these positions is the City of Dublin ETB and will be based as follows:

JCSP School Librarian
Coláiste Eoin (Finglas, Dublin)
Part-Time (2 days per week work share - Thursday & Friday)
1 Year Fixed Term Contract
Ref: JCSP26

Essential Qualifications:

- Primary Degree in Library and Information Science **OR** an equivalent qualification (to degree or postgraduate level) recognised by the Library Association of Ireland.

The ideal candidate will display a range of the following interests and competencies:

- interest in working with teenagers in the context of educational disadvantage
- interest in literacy development
- experience in managing all aspects of a library.
- ability to work as part of an existing and expanding team to develop every aspect of the national project
- willingness to work as part of a research team and to contribute to the ongoing evaluation of the effectiveness of the project
- excellent organisational, ICT, communication skills and interpersonal skills
- ability to prepare regular reports and to develop student support materials
- teaching and learning, curriculum, instructional design and delivery
- programme management – planning, development / design, implementation, evaluation / improvement
- collection development, storage, organisation, retrieval
- information processes and behaviours – literacy, information literacy, digital literacies
- reading engagement
- knowledge about children's and young adult literature
- knowledge of disabilities that affect reading
- communication and collaboration skills
- digital and media skills

The instructional role of a professional school librarian encompasses a wide diversity of teaching situations with individual students, small groups of students, and classes of students. The core activities of the instructional work of a school librarian include:

- literacy and reading promotion
- information literacy (information skills, information competences, information fluency, media literacy, transliteracy)
- inquiry-based learning (problem-based learning, critical thinking)
- technology integration

Duties include, but are not limited to:

- Maintaining and developing a high-quality school library which priorities the needs of the JCSP students; this will be done in conjunction with the Senior Project Librarian.
- Liaising with, and reporting to, the Senior Project Librarian and the Principal of the school in which you are located on all matters relating to the establishment, running and maintenance of the library and all accompanying literacy and numeracy-based programmes.

- Liaising with the Senior Project Librarian, the JCSP Support Service, under the management of the OIDE, the school JCSP co-ordinator and the Principal and teaching staff, in designing and delivering library-based programmes to tackle literacy and numeracy difficulties as experienced by JCSP students.
- Continuous and ongoing engagement with the JCSP students in your school to ensure that they use the school library effectively.
- Managing the library budget.
- Adaptation of structures and procedures in your library to ensure that the JCSP students derive maximum benefit from the library project.
- Participating in, and contributing to, the research of the JCSP Demonstration Library Project including collection and collation of research information.
- Drawing up a Library Policy and a Library Development Plan to meet the needs of your particular school.
- Monitoring and evaluating library-based projects on an ongoing basis and producing written reports on same.
- Management and administration of the Assessment library management system.
- Supporting the implementation of JCSP initiatives, exhibitions and projects.
- Attending Project related meetings.
- Participating in and supporting the development of the JCSP profiling process.
- Participating in the drawing up and implementation of in-service programmes and materials related to the JCSP Demonstration Library Project as required.

The duties and responsibilities of School Librarians under the JCSP Demonstration Library Project may vary in accordance with emerging needs and development of the Project as determined by the Department of Education & Youth, City of Dublin ETB and OIDE.

Salary: The salary scale will be linked to the local authority Grade VI (Executive Librarian) Scale: €58,474 - €71,437 (*per annum pro rata*)

Garda Vetting & References: Any offer of employment will be subject to Garda Vetting and reference checks.

Citizenship Requirements: Please note that upon appointment the successful candidate must have valid right to work status.

Queries: For any informal queries on these vacancies please contact Kathleen Moran, Senior Project Librarian at kathleenmoran@jcsplibraries.ie

To apply please upload your CV and Letter of Application, as one attachment, on our Online Platform here: <https://cdetbcareers.thehirelab.com/LiveJobs/ViewJob/CV28EL24GTN>

Important Notes:

- ***Please ensure that your CV and Letter of Application clearly evidence the essential requirements.***
- ***applicants must create a profile in order to apply for positions / upload CV's via our online system, which can be done through the link above.***

Latest date for receipt of completed profiles and upload requirements is:

12 noon on Wednesday 19th August 2025

*Late applications will not be accepted. Shortlisting may take place. Canvassing will disqualify.
City of Dublin ETB is an equal opportunities employer.*

Dr. Christy Duffy
Chief Executive