**Justin Case**

Home Address:1 Hill Street Park, Johnstown, Co Meath.

****

Term Address: 2 Park Ave, Maynooth, Co Kildare.

Tel: +353 1 123456 (home) / +353 86 123456 (mobile)

Email: [justin.case.2018@mumail.ie](mailto:justin.case.2018@mumail.ie) / [Justin\_Case@hotmail.com](mailto:Justin_Case@hotmail.com)

**Teaching Council Number: 1234567**

**Education**

2023 to date Maynooth University

**Higher Diploma in Further Education**

2015 - 2018 Maynooth University

**BA in English and History**

2.1 Honours

Additional First Year Subject: French

**Additional Training**

February **Principles of Universal Design for Learning** AHEAD Ireland

December 2022 **Sensory Processing in the Classroom** Sensational Kids

Autumn 2022 **Dyslexia Tutor Certificate** Dyslexia Association of Ireland

Nov 2021 **Autism Awareness** AsIAm

Sept 2021 **Dyslexia Awareness** Dyslexia Association of Ireland

**Skills**

**Organisation**

* Planned activities to ensure that targets and deadlines are successfully met.
* Highly organised approach to all aspects of work with strong attention to detail.
* Experience multi-tasking and working on own initiative in a variety of settings.

**Teaching**

* Familiar with QQI levels, particularly Levels 2-4.
* Strong familiarity with inclusive education approaches.
* Experience in identifying and support various VARK learning styles.

**Team working**

* Proven record of effective relationship building and teamworking in diverse settings
* Liaised with other professions at various stages of project to ensure project goals are achieved.

**IT**

* Familiar with various learning support packages
* Experienced user of Microsoft Office, and PLSS data management tools

**Teaching Experience**

Sept 2023 - to date KWETB

**Adult Education Tutor**

* Plan lesson outlines and deliver lessons in line with learning outcomes.
* Assessment assignments and practical work.
* Learner supervision as required.

**Other Employment**

Summer 2023 InSync Youth and Family Services, Naas, Co Kildare

**Support worker**

* Desing and implement programme of activities for different groups of teenagers using the service.
* Scheduled daily and weekly sporting activities for teenagers.
* Co-ordinated with staff and parents to ensure appropriate supports in place to facilitate inclusion of neurodivergent children attending.

Summer 2022 IT Services, Maynooth University, Maynooth, Co. Kildare.

**Administrative Assistant**

* Dealt with online queries from the public, checked deliveries and maintained records
* Arranged delivery/collection for courier service as required and maintained appropriate responsibility for stationery stores/supplies, photocopying and scanning.
* Used MU IT Services CRM to respond efficiently to all queries.
* Solution focused approach to client queries and complaints, responding in a timely manner, meeting specified response targets.

**Voluntary Work/Community Involvement**

June 2019 to date Foróige Youth Club

**Leader**

* Involving all members actively in managing the affairs of the club
* Agreeing a set of rules with the young people covering behaviour in the club.
* Getting to know the members, their interests, talents and hopes.
* Involving members in “learning by doing” through choosing, planning, doing and evaluating activities
* Attending occasional meetings with the other leaders
* Obtaining parental permission and keeping contact with parents as required
* Adhering to Foróige procedures for safe practice in work with young people

2022 – 2023 Parents’ Association, St. Michael’s Primary School.

**Secretary**

* Co-ordinate fundraising activities including a Christmas Carol Singing event which raised €3,500 for the school.
* Liaise with school staff and external suppliers in producing the annual Graduation Booklet for 90+ pupils.

2018 – 2019 Modern Languages Society Committee (Maynooth University)

**Events Officer**

* Organised social events, online and In-Person including Annual Society Ball
* Created and shared promotional material
* Arranged and promoted conversational language classes open to all students.

**Interests**

**Music:**

* Royal Irish Academy of Music Diploma in Piano

**Sports:**

* Weekly Pilates, spinning and circuit training classes

**Referees**

Dr John Peters,

Lecturer,

Department of Adult & Community Education,

Maynooth University,

Maynooth,

Co Kildare.

Tel: (01) 123456

E-mail: [john.peters@mu.ie](mailto:john.peters@mu.ie)

Ms Norah Jones,

Principal,

Maynooth College of Further Education

Maynooth,

Co Kildare

Tel: (01) 1234567

email: [njones@kwetb.ie](mailto:njones@kwetb.ie)