

# into



**Irish National Teachers' Organisation**  
**Cumann Múinteoirí Éireann**

*A nation's greatness depends upon the education of its people*



**STUDENT BULLETIN No. 3**

## **FINDING YOUR FIRST TEACHING POST**

### **LOOKING FOR WORK**

Jobs will be advertised in the local press from January on. Irish News ([www.irishnews.com](http://www.irishnews.com)) on Thursday and the Belfast Telegraph ([www.belfasttelegraph.co.uk](http://www.belfasttelegraph.co.uk)) on Tuesday and Friday. All CCMS vacancies are advertised on their website ([onlineccms.com](http://onlineccms.com)).

Call with your local Teacher Centre and register and/or introduce yourself to the Principals of schools in your local area.

### **APPLYING FOR JOBS**

Read the instructions carefully, relate your knowledge, experience and skills to the job description and personnel specification, answer all the questions, keep it neat and keep a copy.

### **THE INTERVIEW**

#### **Preparation is Key!**

- ✓ Don't forget to confirm your attendance.
- ✓ Make sure you know how to find the school and give yourself plenty of time to get there.
- ✓ Be particular about your appearance.
- ✓ Try to be relaxed during the interview.
- ✓ Be prepared to answer job related questions and to expand upon the details on your application form.

### **CONGRATULATIONS – YOU ARE OFFERED THE POST!**

On being offered the post ensure you confirm your acceptance or rejection to the employing authority.

**VISIT OUR WEBSITE TO DOWNLOAD YOUR FREE COPY OF THE FULL  
INTO GUIDE TO FINDING YOUR FIRST TEACHING POST**

[www.into.ie/NI/INTOStudentCentre/](http://www.into.ie/NI/INTOStudentCentre/)

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