



## LETTER CIRCULAR- CALL FOR APPLICATIONS:

**TEACHERS** of Biology, Physics, English, Maltese and Mathematics for the SEC Preventive Classes – Summer 2025

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In the framework of the Youth Guarantee Project 3.0, and in relation to the **Revision Classes** for students who will be sitting for the **SEC resit examinations starting on the 27th August 2025**, the Youth Guarantee Office is hereby issuing this circular regarding the **call for teachers of Biology, Physics, English, Maltese and Mathematics**, or Heads of Department interested in delivering these Revision Classes.

### APPLICATION PROCESS

Please note:

The application form will be launched on Monday 5<sup>th</sup> May 2025 07:30am and closes on Wednesday 21<sup>st</sup> May at 15:30. The link to the application form is: <https://forms.gle/2H4fBckQsWBTmm3a9>.

1. The application form may also be accessed on our page: [www.jobsplus.gov.mt/revisionclasses](http://www.jobsplus.gov.mt/revisionclasses) or on our Facebook page <https://www.facebook.com/youthguaranteemalta>
2. Applicants will be able to submit the necessary documentation as indicated below directly through the application form. Whilst **we urge you submit the documents directly through the portal**, applicants who do not manage to upload may submit the requested documents via email to [revisionclasses@gov.mt](mailto:revisionclasses@gov.mt) **by not later than Wednesday 21st May 2025 at 15:30.**

### REQUIRED DOCUMENTATION

#### 1. Copy of Warrant

#### 2. An Email / Letter from the Head of School

The email from the Head should:

1. Specify the **total number of teaching years** (e.g. Mr Mark Borg has been teaching for five years).
2. Confirm that the **teacher has experience teaching the subject applied for** (e.g. I confirm Mr Mark Borg has been teaching Biology for the past two years).

*\*Teachers currently teaching Applied Science at middle/secondary school levels are eligible to give Biology preventive classes, only if they have experience teaching Biology at secondary level. The experience specified in the email from the Head of School shall refer to the science subject they are currently teaching.*

## SELECTION CRITERIA

Teachers will be ranked according to the following criteria:

1. *Time of application - 30 points*
2. *Total number of teaching years - 40 points*
3. *Previous experience working on the SEC Preventive Classes Project (total number of years) – 30 points*

## DETAILS ABOUT THE SEC REVISION CLASSES

- The Revision Classes 2025 are expected to start approximately on the 21st July 2025 and shall run for 5 weeks.
- Lessons will be held in air-conditioned classes at MCAST Mosta, National Sports School Pembroke, MCAST Paola and Gozo College.
- Lessons scheduled for the 15th August (Public Holiday) and any final lessons which may conflict with re-sit exams should be replaced accordingly throughout the course of the lessons at a date and time in agreement with students and centers Officers in Charge.
- Teachers' will be expected to deliver classes from the allocated centers.
- The Revision classes will take place in the subjects referred to above (Biology, Physics, English, Maltese, and Mathematics) with class sizes of an average of 20 **registered students**.
- Teachers will be required to provide tuition and additional learning resources based on the updated curriculum for SEC exams for 2025 to students depending on the groups they are assigned.
- Each group will receive a minimum of **six (6) hours** tuition per subject, per week for **five (5) weeks**.
- **Teachers will be remunerated at the rate of €15.00 for every hour of work. Note: For every hour of teaching time, teachers will be remunerated for an hour equivalent amount of preparation/correction time.**
- Teachers or Heads of Department from the State and Non-State sectors who are *qualified, warranted, and are currently teaching Biology/ Physics/ English/ Maltese/ Mathematics* are also eligible to apply.
- The selected candidates are ranked according to our selection criteria.



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