

Job Description Adult Educator	
Post Type:	Adult Educator – Mount Lucas (Mobile Training Unit)
Responsible to:	Service Manager/Further Education Training Manager/Director of Further Education and Training/Chief Executive
Hours of work:	Adult Educator will work 35 hours per week in a flexible manner that may include evening and other times, in accordance with programme requirements. (20 class contact hours per week, with 45 minutes non-contact time for each additional contact hour worked)
Salary Scale:	€38,283 - €68,835
Contract	2 Year Fixed Term Contract
Location:	Multiple locations
Date of issue:	June 2026
Job Summary/ Purpose:	The Adult Educator will be responsible for the development, coordination, and delivery of a number of Construction related training courses. This will include but not be limited to training on Mobile Training Units, Schools, Trade shows, County Council sites and Retail spaces.

Duties:

- Deliver programmes to a diverse range of Construction workers and students across different backgrounds and expectations, adapting content to ensure it is relevant, practical and responsive to their needs.
- Deliver high-quality classroom-based and practical construction training to learners.
- Monitor learner progress and provide guidance, mentoring, and academic support.
- Support learners in developing practical, employability, and transferable skills relevant to the construction sector.
- Provide guidance on progression pathways to higher-level construction programmes, apprenticeships, or employment.
- Build and maintain relationships with LOETB construction stakeholders, local construction businesses, and industry to support programme relevance and work placement opportunities.
- Coordinate site visits, guest speakers, and practical demonstrations with industry partners.
- Ensure programme delivery complies with QQI quality assurance policies and procedures.
- Contribute to programme validation, quality assurance, and continuous improvement processes.
- Participate in programme review, internal verification, and external authentication processes.
- Maintain compliance with health and safety standards, particularly in relation to construction and machinery activities.
- Maintain accurate records of attendance, assessments, and learner progress in accordance with organisational procedures.
- Assist in the collation of information as required, e.g. for QQI, FARR, PLSS, SOLAS, DFHERIS
- Participate in team meetings, professional development, and programme planning activities.
- Contribute to promotion and recruitment activities for construction programmes.
- Undertake additional duties as required in support of LOETB's education and training objective
- Comply with LOETB Policies and Procedures and undertake such other related duties as may be assigned from time to time

Personal specification – Qualifications, Knowledge, Experience & Skills	Essential	Desirable
Qualification <ul style="list-style-type: none"> • Train the Trainer Qualification • Experience delivering training in a mobile setting • Relevant qualification or higher in Construction or related field 	<ul style="list-style-type: none"> ✓ ✓ ✓ 	
Experience <ul style="list-style-type: none"> • Practical experience working within the construction sector • Experience delivering training, instruction, mentoring, or knowledge transfer in an construction or education setting. • Experience working with diverse learner groups, including those from construction and non-construction backgrounds. • Experience working with adult learners and those returning to education • Experience supporting learners to develop practical skills and employment-related competencies. • Experience in programme development, curriculum design or training material development • Experience in QQI programme delivery and assessment • Experience of monitoring programmes on PLSS 	<ul style="list-style-type: none"> ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ 	<ul style="list-style-type: none"> ✓
Knowledge <ul style="list-style-type: none"> • Strong understanding of modern construction practices and construction systems. • Knowledge of the economic, social, and environmental sustainability of family construction systems. • Awareness of climate-smart construction, biodiversity protection, and sustainable land management. • Understanding of quality assurance, programme validation, and assessment practices within further education. • Understanding of education and training methodologies suitable for adult and further education learners • Familiarity with FET structure, learner pathways and progression routes in the construction sector 	<ul style="list-style-type: none"> ✓ ✓ ✓ ✓ ✓ ✓ 	<ul style="list-style-type: none"> ✓
Skills and Competencies <ul style="list-style-type: none"> • Ability to design and deliver engaging training programmes combining classroom learning and practical demonstration. 	<ul style="list-style-type: none"> ✓ ✓ 	

<ul style="list-style-type: none"> Ability to adapt learning materials and teaching approaches to suit diverse learner needs and backgrounds. 		
<ul style="list-style-type: none"> Ability to assess learner performance and provide constructive feedback. ✓ Strong organisational and planning skills, including programme coordination and record keeping. ✓ Ability to build relationships with LOETB construction stakeholders, local construction businesses, and industry. ✓ Strong teamwork skills and the ability to work collaboratively with colleagues and external partners. ✓ Strong communication and interpersonal skills, with the ability to relate effectively to construction communities and adult learners. ✓ Excellent IT Skills ✓ <p>Personal Attributes</p> <ul style="list-style-type: none"> Commitment to learner-centred and inclusive education ✓ Have empathy with and positive regard for all learners ✓ Ability to engage effectively with farm families and rural communities ✓ Commitment to continuous professional development ✓ Be self-motivated and creative ✓ <p>Flexibility / Other Requirements</p> <ul style="list-style-type: none"> Flexibility and willingness to work evenings/weekends or varied hours as required by programme delivery ✓ Available and willing to plan and take part in extra curricula activities ✓ Fluent in Irish speaking ✓ 		<p>✓</p>

Competencies required:

A number of key competencies have been identified as being essential for the effective performance of the role and function of the Adult Educator.

- Interpersonal and Communication Skills
- Organisation and Planning
- Assessment and Records
- Specialist Knowledge / Technical Expertise

Interpersonal and Communication Skills: Engage and communicate in a professional and appropriate manner with all stakeholders.

Organisation and Planning: Demonstrates the ability to plan and prioritise the work schedule, ensuring the efficient use of all of the resources available and delivering objectives despite multiple or conflicting demands.

Assessment and Records: Assess student work, development and progression and maintain records regarding attendance and achievement in accordance with statutory requirements. QQI, FARR, PLSS, SOLAS, DFHERIS

Self-Awareness and Self-management Skills: Is self-aware and has the capacity to self-manage and develop personally and professionally.