

GUIDE TO RESOURCES



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publicjobs

Guide to resources

The publicjobs Schools Resource Kit

There are lots of resources available on the [publicjobs schools website](#) to help you demystify the public sector and spark interest in the diverse variety of career opportunities for your students. There are a wide range of lesson plans, worksheets, videos and more for second level Guidance, Transition Year, and LCVP teachers and students.

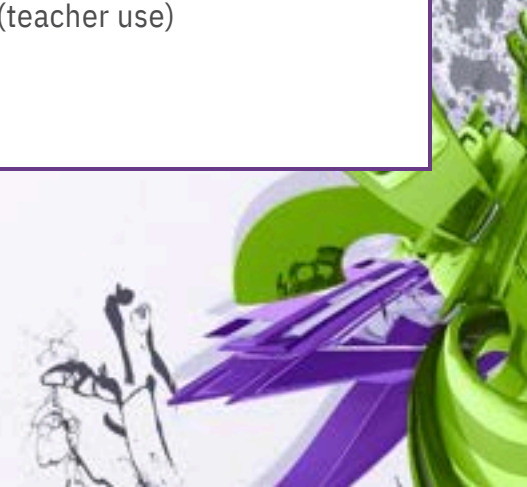
See below for a snapshot of resources available to you to help guide your students on their career pathway/journey.



LESSON PLANS

Link: <https://www.publicjobs.ie/en/schools/teacher-resources>

Resource Title	Description	Resources Included
Introducing the Public Sector	<p>As an introduction to the public sector, students will explore:</p> <ul style="list-style-type: none">• The public & private sector in a relatable and familiar context.• Sub-sectors within the public sector.• Using CareersPortal.ie to search for public sector roles.	<ul style="list-style-type: none">• Classroom Slides• Teacher Lesson Guidelines• Student Worksheet <p>Additional Supporting Information (for all lessons):</p> <ul style="list-style-type: none">• Sample List of Public Sector Roles (teacher use)
Career Sectors & the Public Sector	<p>The 'Career Sectors & The Public Sector' lesson shows students:</p> <ul style="list-style-type: none">• A range of career sectors and how they relate to the government departments• The similarities and differences between public sector and private sector roles.	<ul style="list-style-type: none">• Classroom Slides• Teacher Lesson Guidelines• Student Worksheet
Career Interests & the Public Sector	<p>In the 'Career Interests & The Public Sector' lesson, students will:</p> <ul style="list-style-type: none">• Identify career sectors that they are interested in and map these to public sector careers using the CareersPortal.ie Career Interest Profiler.	<ul style="list-style-type: none">• Classroom Slides• Teacher Lesson Guidelines• Activity Template (teacher use)



LESSON PLANS

Resource Title	Description	Resources Included
Looking at the Career Ladder	<p>In the 'Looking at the Career Ladder' lesson, students will learn:</p> <ul style="list-style-type: none">• To be aware of the significance of entry points on the career ladder.• Identify what the career ladder is and relate qualifications, training, experience, and interests to it.	<ul style="list-style-type: none">• Classroom Slides• Teacher Lesson Guidelines• Student Worksheet <p>Additional Supporting Information (for all lessons):</p> <ul style="list-style-type: none">• Sample List of Public Sector Roles (teacher use)
Career Pathways in the Public Sector	<p>In the 'Career Pathways in the Public Sector' lesson, students will:</p> <ul style="list-style-type: none">• Learn about the entry points in the career ladder and relate entry points to various career paths in the public sector.• Learn about the progression pathways and hierarchies within the civil service.	<ul style="list-style-type: none">• Classroom Slides• Teacher Lesson Guidelines• Student Worksheet



TEACHER RESOURCES

There are short videos and accompanying lesson resources available for each real-life case study, profiling a range of different entry routes, pathways, and career benefits. From the teacher worksheets, you will gain a quick introduction into the highlights of each case study to help you select the most relevant case study for your class.

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Meet Imed in the Industrial Development Agency (IDA)	<ul style="list-style-type: none">• Watch a video about Regional Business Development Executive, Imed• Learn about his career path journey, the differences between working in the private and public sector, the day-to-day of his role, and inclusivity in the work environment.	<ul style="list-style-type: none">• Classroom Slides• Teacher Lesson Guidelines• Student Worksheet• Teacher Worksheet (answers)
Meet Adeola in the Department of Justice	<ul style="list-style-type: none">• Watch a video about Administrative Officer, Adeola.• Learn about her journey to her current career, upskilling, career growth and benefits, public sector values, and how changes in the sector have mirrored changes in Irish society.	<ul style="list-style-type: none">• Classroom Slides• Teacher Guidelines• Student Worksheet• Teacher Worksheet (answers)
Meet Jacob in the Department of the Taoiseach	<ul style="list-style-type: none">• Watch a video about Communications Officer, Jacob.• Learn about his career interests in media and journalism, being at the forefront of national and international affairs, and filming and photographing An Taoiseach.	<ul style="list-style-type: none">• Classroom Slides• Teacher Guidelines• Student Worksheet• Teacher Worksheet (answers)



TEACHER RESOURCES

Resource Title	Description	Resources Included
Meet Allayne in the Department of Children, Equality, Disability, Integration and Youth (DCEDIY)	<ul style="list-style-type: none"> • Watch a video about Administrative Officer, Allayne. • Learn about her career interests and professional choices, the variety of roles she has experienced and inclusivity in the work environment. 	<ul style="list-style-type: none"> • Classroom Slides • Teacher Lesson Guidelines • Student Worksheet • Teacher Worksheet (answers)
Meet Katrina in the Department of Foreign Affairs	<ul style="list-style-type: none"> • Watch a video about Deputy Consul General of Ireland in Hong Kong and Macao (3rd Secretary level), Katrina. • Learn about her career path journey, the opportunities available for skills development and how she has progressed within her role. 	<ul style="list-style-type: none"> • Classroom Slides • Teacher Guidelines • Student Worksheet • Teacher Worksheet (answers)
Meet Juliana in the Department of Social Protection	<ul style="list-style-type: none"> • Watch a video about Temporary Clerical Officer (TCO) in Health & Safety, Juliana. • Learn about her journey to her current career, the support she has received in training and self-development and how the flexibility of the role worked for her 	<ul style="list-style-type: none"> • Classroom Slides • Teacher Guidelines • Student Worksheet • Teacher Worksheet (answers)



TEACHER RESOURCES

Resource Title	Description	Resources Included
Meet Alan in Revenue	<ul style="list-style-type: none">• Watch a video about Dog Handler, Alan.• Learn about his career journey, how he applied for his role, what grade Alan entered on the career ladder, his day-to-day duties, and the wider societal impact of his role.	<ul style="list-style-type: none">• Classroom Slides• Teacher Lesson Guidelines• Student Worksheet• Teacher Worksheet (answers)
Meet Niamh in the National Ambulance Service	<ul style="list-style-type: none">• Watch a video about Emergency Medical Controller (emergency 999 call taker), Niamh.• Learn about her career journey, the application process, career progression, and working hours.	<ul style="list-style-type: none">• Classroom Slides• Teacher Guidelines• Student Worksheet• Teacher Worksheet (answers)
Meet Victoria in the Department of Education	<ul style="list-style-type: none">• Watch a video about Economist, Victoria.• Learn about her duties in research and analysis, application process, team support, training opportunities, and public sector values.	<ul style="list-style-type: none">• Classroom Slides• Teacher Guidelines• Student Worksheet• Teacher Worksheet (answers)



CAREER PROFILES

PDF documents for teachers and students provide information on a wider range of career pathways for your students.

Link: https://www.publicjobs.ie/documents/School_Microsite/Career_Profiles_EN_2024.pdf

Resource Title	Description	Resources Included
A career pathway outline for various other roles in the public sector, outlining real life journeys as well as specifications for that specific role.	<ul style="list-style-type: none">• Jacob's Story (Communications Officer)• Imed's Story (Business Development Executive)• Adeola's Story (Administrative Officer)• Allayne's Story (Administrative Officer)• Katrina's Story (Deputy Consul General of Ireland))• Paul's Story (Adjudication Officer)• Juliana's Story (Temporary Clerical Officer)• Aaron's Story (Paramedic)• Adrian's Story (ICT Specialist – Infrastructure & Ops))• Gavin's Story (ICT Specialist – Software Development)• Paul's Story (Clerical Officer))• Niamh's Story (Emergency Call Taker)• Victoria's Story (Economist)• Alan's Story (Executive Officer))	Individual Career Pathway & Role PDF

