

THE DUBLIN CITY PUBLIC SECTOR SITE REPORTS

Local Site activity is moving forward with working groups taking responsibility for the achievement of each of the Site's goals.

Opening up recruitment:

The Project aims to make the recruitment policies within Dublin City Council, for particular positions, more open and inclusive by removing inappropriate selection criteria. As part of this, the Site has teamed up with the South Dublin Public Sector Site to carry out an audit of the current skills, competencies and qualifications required for the positions of clerical officer and general operative at entry-level.

This research will be used to develop alternative systems for competency assessment and apply these to competitions held for recruitment of personnel to positions of clerical officer and general operative at entry-level.

Creating an Equality/Diversity Training Module:

An equality and diversity training module, which will be initially delivered to staff at entry level, is being developed. This module will be in a readily transferable format and will ensure all employees can be informed of the latest updates on equality legislation.

Developing a lifelong learning strategy:

Dublin City Council is aiming to develop an induction programme for general operative and clerical officer new recruits and to develop a coaching/mentoring programme which will be incorporated into future induction and management development training programmes. Existing general operative staff, who wish to avail of promotional opportunities, will be provided with interview performance and progression skills training.

For further information on the Dublin City Public Sector Site, contact Stephanie Brennan, Site Co-ordinator at 01 – 672 3136 or by email: stephanie.brennan@dublincity.ie

THE SOUTH DUBLIN PUBLIC SECTOR SITE REPORTS

During this Quarter, the Site Co-ordinator took up position on a full-time basis. Site membership was firmed up and the Site is pleased to welcome FAS, EVE Ltd., and NTDI to the table.

Co-operating with the Dublin City Public Sector Site:

Communications are on-going with the Dublin City Public Sector Site and the Local Appointments Commission on carrying out an audit of the requirements for particular posts in the public sector and reviewing this to develop a competency-based framework for general operative and clerical officer positions within the public sector.

Progression Routes for CE & JI Workers:

The Site aims to support the progression of CE/JI participants into mainstream employment and to support participants on these schemes to apply for entry-level positions within Tallaght Hospital and South Dublin County Council.

Medical Secretary Training

- If funding for equipment can be secured,
- a medical secretary module, accredited at
- NCVA Level II, will be delivered to
- existing staff in Tallaght Hospital and to
- CE/JI participants. Contact Anne Biddulph

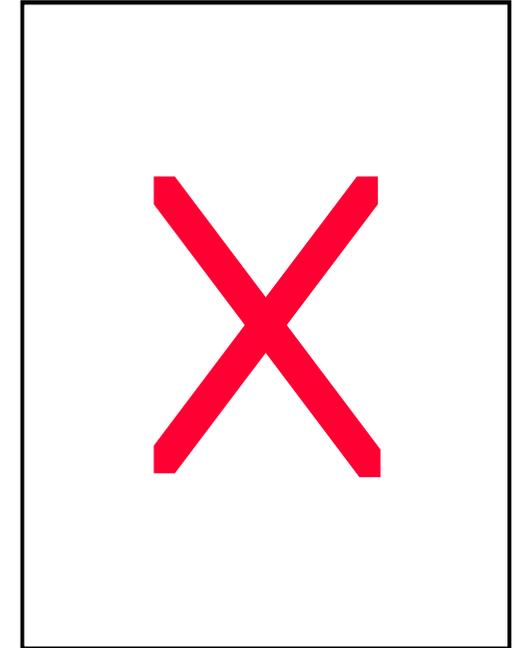
Equality & Diversity Awareness Training:

Current models of equality & diversity awareness training are being reviewed by a small working group in order to determine what 'good practice' exists within partner organisations and if any of this can be adopted by other organisations involved in the project.

For further information on the South Dublin Public Sector Site, contact Anne Biddulph, Site Co-ordinator at 01 – 466 4233 or by email:



EQUAL AT WORK
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MARCH 2003



An EU-Funded Initiative under the EQUAL Programme



For further information on the Community
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