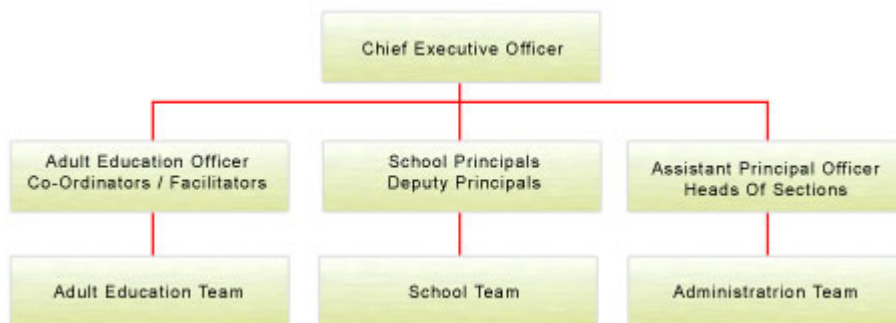




Staffing and Management Structure

<http://www.kilkennyvec.ie/content/read/title/staffing-and-management-structure>

The management team is led by the Chief Executive Officer and comprises of an Education Team and an Administration Team. This team has overall responsibility for the day to day running of various sections of the VEC.



One of County Kilkenny VEC's greatest strengths is its staff. The experienced, competent and adaptable workforce within the VEC's second level schools, administrative services and adult education services are committed to providing a quality service to young people and adult learners throughout the county.

Second Level Team:

This team is responsible for the provision of second level and post-leaving certificate education for young people and adults at its eight schools.

Adult Education Team:

This team is responsible for the provision of adult education services. These include the Literacy and Community Education Services, the Back to Education Initiative, VTOS, Youthreach and the Adult Guidance Service as well as a range of co-operative projects.

Administration Team:

This team is responsible for the educational support services of the VEC and for the provision of administration in the VEC headquarters, schools, centres and services. The central administration function of

the VEC is organised into three section:

Finance

Responsible for the management of the budgetary resources of the scheme.

Human Resources

Responsible for recruitment, staff and other human resource related functions.

Education Support Services

Responsible for the administration of grants/scholarships, building programmes, corporate services, school transport and a variety of other support services for the organisation.

Ancillary Services

A range of ancillary services are provided to support the work of schools/centres in County Kilkenny VEC. They include part-time Special Needs Assistants as well as full-time and part-time cleaning and caretaking staff.

Volunteers

County Kilkenny VEC is indebted to the many volunteer tutors involved with Word Aid, County Kilkenny Adult Learning Scheme who provide tuition on a one-to-one basis for literacy students in various locations throughout the county.