

Information Leaflet



March 2023

What is the OWL Trainee Programme?

The OWL Trainee Programme was established in the Houses of the Oireachtas Service in 2018 as a partnership programme with KARE, WALK and the Houses of the Oireachtas. It is also supported by the Department of Public Expenditure, National Development Plan Delivery and Reform and the Public Appointments Service. The training programme for 10 adults with an intellectual disability is hosted by the Houses of the Oireachtas Service and run by KARE and WALK co-ordinators. The training element is delivered by City of Dublin Education and Training Board.

The Oireachtas Service, along with the Department of Agriculture, Food and the Marine and the Department of Tourism, Culture, Arts, Gaeltacht, Sport and Media, provide a workplace setting, remotely or onsite, for the 10 OWL trainees so that each trainee can learn and develop their skills to be “work ready.”

The programme takes place between September and June each year with each trainee completing three work experience placements (10-12 weeks each) along with the education programme delivered by City of Dublin Education and Training Board. Some of the QQI Level 3 modules completed by trainees include Career Preparation and Health and Safety in the Workplace.

What is the Outcome of the OWL Trainee Programme?

The outcome of the programme is to find meaningful and viable part-time permanent employment for trainees in the wider Civil and Public Service via the OWL Graduate Programme.

What is the OWL Graduate Programme?

It follows the OWL Trainee Programme and is a supported employment programme which uses “internships and new recruitment avenues” and “special competitions restricted to qualified applicants with disabilities” in line with the Comprehensive Employment Strategy for People with Disabilities 2015 – 2024. It supports the Government commitment to increase the number of staff with a disability in all Government Departments to 6% by the end of 2024. Each OWL Graduate and work setting is supported by a job coach provided by KARE and WALK.

OWL Graduate Programme

Graduates of the OWL Programme are looking for part-time permanent positions as Clerical Officers and Service Officers across the Civil and Public Service. Sample role profiles have been developed for these positions and are available in the Employer’s Toolkit. The Public Appointments Service (PAS) run a confined competition at the end of each programme to fill the permanent part-time vacancies available. This competition is open to graduates of the OWL Programme only.

How can employers help?

Ten permanent part-time positions are required at the end of each training programme so that all OWL graduates will be placed in job roles in the Civil and Public Service. We ask you to consider if your organisation can provide one or more permanent part-time Clerical Officer and Service Officer positions for an OWL Programme Graduate. If you are not sure what a potential role might look like staff from KARE and WALK are happy to come and meet to assist to identify the specific roles that work for the department.

We ask you to complete and return an Expression of Interest Form (EOI) along with a template role profile for each position. These are available in the Employer’s Toolkit and KARE and WALK are available to provide support with the development of the role profile.

All organisations who place candidates will be part of a network of employers who are developing the OWL programme to support the employment of people with intellectual disabilities in the Civil and Public Service supported by KARE and WALK.

Further Information:

You can find more information about the programme, including the Employers Toolkit a copy of our *Guide to Promoting Inclusive Employment: Supporting People with an Intellectual Disability* at www.oireachtas.ie/owl

If you have any specific questions or would like further Information, contact us at: OWL@oireachtas.ie

30%

Formalised Learning
A recognised qualification provided by the City of Dublin Education and Training Board

20%

Informal Learning and Workplace Socialisation
Involves Mentoring, Coaching, Work Shadowing and Role related training

50%

Application of Learning and Knowledge
Involves Practice, Repetition and Applied Knowledge and Learning