

Title: Job Opportunity – ‘Youth Development Officer – Northern Ireland’

Date: 10.03.17

Project Overview

Mountaineering Ireland with the support of Sport NI invites applications for this exciting full-time, fixed-term position. Mountaineering Ireland works in collaboration with a number of key stakeholders to promote participation and growth throughout the island of Ireland. Mountaineering Ireland is currently expanding its project areas and wishes to recruit a full-time, fixed-term Youth Development Officer to work on increasing participation and building structures within Northern Ireland.

Key Responsibilities

The successful candidate will; facilitate the delivery and support the evaluation of increasing participation and building structures; develop resources; collaborate with local and national partner organisations, various stakeholders including selected participation regions to ensure the development and implementation of the project has sustainable outcomes beyond its duration; and support activities and reach of Mountaineering Ireland.

- Employer:** Mountaineering Ireland.
- Post:** Youth Development Officer – Northern Ireland.
- Duration:** A four year, full-time, fixed-term contract (to year end 31/03/2021) will be offered to the successful applicant.
- Hours of Work:** Full-time post of 39 hours per week, in a variable working hours’ arrangement involving evening and weekend work.
- Annual Leave:** 21 working days per annum (dependent on start date this will be calculated on a pro-rata basis).
- Salary:** £28,500 - £32,500 salary range per annum depending on experience (dependent on start date this will be paid on a pro-rata basis).
- Reporting to:** The person appointed will report to the CEO of Mountaineering Ireland functionally and operationally.
- Location:** The person appointed will have office facilities at the Tollymore National Outdoor Centre, will also work remotely, travel extensively within Northern Ireland and will be required to attend regular meetings at Mountaineering Ireland’s Office, Irish Sport HQ, National Sports Campus, Blanchardstown, Dublin 15.
- Interviews:** Interviews for shortlisted candidates will be held in Belfast on Monday 3rd of April 2017.
- Closing Date:** Applications must be received no later than 17:00hrs on Friday 24th of March 2017.

If you would like to apply for the position, please email a one-page cover letter and two-page curriculum vitae to jobs@mountaineering.ie with “Youth Development Officer – Northern Ireland” in the subject line. For further information on the role, please contact Murrough McDonagh, CEO of Mountaineering Ireland, at (01) 625 1115.

**Mountaineering Ireland
Youth Development Officer – Northern Ireland**

Key Duties and Responsibilities

- Identify participants from local targeted communities to participate in this programme.
- Manage the day to day running of the programme in Northern Ireland.
- Engage with local partnerships in the areas of the intervention, participation, source leaders and implement the Community Engagement Programme.
- Participate in training when required to support the target population.
- Liaise with project stakeholders on a regular basis to facilitate delivery and expansion of the programme in Northern Ireland.
- Identify key success factors and any inhibitors in participation or partnership.
- Support monitoring and evaluation of the programme including maintaining records, conducting research and report writing.
- Dissemination of information about the project.
- Develop content for at risk specific projects, support materials and other resources.
- Distribution of project resources through key stakeholders and their advocates.
- Increase awareness of the benefits of participation at a local level.
- Support a wide range of Local Community Facilitators in their role.
- Support the monitoring and evaluation of the programme.
- Conduct desk-based research on participation benefits for at targeted groups and the best approach to take to engage with the target market.
- Ensure that all programme activities are carried out in accordance with Mountaineering Ireland’s Policies and Statements.

General Duties

As part of a small and dedicated team, the post will also require the appointee to:

- Work with Mountaineering Ireland’s volunteers and other staff members towards the overall objective of achieving Mountaineering Ireland’s strategic goals by promoting and publicising Mountaineering Ireland’s aims, policies, events and services to members and the general public.
- Work as part of Mountaineering Ireland staff team; contribute to the website, social media, Irish Mountain Log and other publications.
- Work on other tasks which may be required and designated by the Chief Executive Officer.

Person Specification

Applicants for the post will be assessed and considered according to the following qualifications, skills and criteria.

Factor	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> • Physical Activity, Sport, Coaching, Education or Health sector. 	<ul style="list-style-type: none"> • Qualification in outdoor recreation training schemes or awards. • Third level qualification.
Work and	<ul style="list-style-type: none"> • Project management experience. 	<ul style="list-style-type: none"> • Experience of working in the

other experience	<ul style="list-style-type: none"> • Experience of working with special population groups and/or community groups. 	<p>voluntary sector.</p> <ul style="list-style-type: none"> • Experience of conducting research with special population groups. • A proven record of working in collaboration with other stakeholder organisations and agencies.
Skills / specialist knowledge	<ul style="list-style-type: none"> • Excellent administration, IT and organisational skills and attention to detail. • Strong written and verbal communication skills as well as relationship building skills. 	<ul style="list-style-type: none"> • Strong knowledge of the benefits of an active lifestyle. • Ability to motivate others and engage with special population groups.
Disposition and personal qualities	<ul style="list-style-type: none"> • Conscientious and self-motivated. • Proven ability to work as part of a team. • Strong interpersonal skills. 	<ul style="list-style-type: none"> • Commitment to best-practice. • An awareness of ethical issues related to (a) working with groups, and (b) conducting research. • An understanding of branding and marketing.
Other factors	<ul style="list-style-type: none"> • Willingness to work unsocial hours including evenings and weekends as well as occasional public holidays. • Access to a form of transport that will enable the post holder to meet the requirements of the post in full. • Willingness to undertake travel including overnight stays. 	<ul style="list-style-type: none"> • Active participation in indoor climbing or sport. • Passionate about promoting health.

Please note all Mountaineering Ireland employees are required to complete a Access NI / Garda vetting clearance process prior to commencing work.