



ROLE:	CYCLING DEVELOPMENT OFFICER
PROGRAMME;	GREEN-SCHOOLS TRAVEL
SALARY:	€35,000 PER ANNUM
LOCATIONS:	Dublin based, hybrid role
APPLY TO:	Ciara Norton at cnorton@eeu.antaisce.org

Closing date for receipt of applications is 5pm on Wednesday, June 28th, 2023

Purpose:

The EEU of An Taisce is the national operator of several highly successful environmental education and management programmes such as Green-Schools, Blue Flag, National Spring Clean, Clean Coasts and Climate Ambassador. The Green-Schools Travel programme operates on a national basis and encourages sustainable and active travel to school and is the largest programme operated by the EEU.

The Green-Schools Travel programme, which is funded by the Department of Transport (DOT) and supported by the National Transport Authority (NTA), has been running nationally since 2008 and in the Greater Dublin Area since 2005.

An Taisce is now recruiting **for a Cycling Development Officer.**

The role is full-time and will be based in the Dublin office in line with our office/remote-working policy (currently office-based one day per week) with travel to schools if applicable. A degree of flexibility of working hours around evenings and weekends will be expected.

Tasks & responsibilities:

- Procure appropriate cycling resources to promote cycling in schools.
- Ongoing development of resources both educational and experiential to increase the number of students cycling to school.
- Offer support and assistance to other staff members on areas associated with cycling, cycle training, cycling infrastructure and best practice.
- Work with a limited number of schools to promote the Green-Schools Travel Programme in a designated area.
- Liaise with our existing partners in Local Authorities and other partners of the programme and in the cycling community

- Be a point of contact for the Cycle Bus Network and assist with the #AndSheCycles programme and other cycling-related groups and activities organised by Green-Schools Travel
- Organise and facilitate workshops/presentations/events based on issues associated with cycling and sustainable travel for schools in addition to National Bike Week
- Support the provision of cycle parking and cycle training to schools
- Update school profiles on the Green-Schools database.
- Monitor and evaluate development of the programme in schools.
- Prepare monthly progress reports.
- Carry out a number of Green-Schools Travel assessment and renewal assessment visits in your area.
- Undertake any other such relevant duties as may from time to time arise and are considered appropriate.

Person specification:

Attributes	Attributes
Qualifications and Attainments	
3rd Level Qualification in environmental studies/education/research/engineering or social science.	Essential
Experience	
A minimum of two years experience in a field relating to cycling development/environmental education/ education or sustainable development.	Essential
Knowledge, Skills & Aptitudes	
Knowledge of Environmental Issues	Essential
Knowledge of Cycling/Cycling Infrastructure/Best Practice	Essential
Knowledge of Sustainable Development	Desirable
Excellent communications and interpersonal skills	Essential
Excellent Facilitation skills	Essential
Excellent computer skills including database management and web editing skills	Desirable
Ability to manage a workload within tight deadlines	Essential
Ability to work with a wide range of stakeholders including schools, local authorities and other agencies.	Essential
Disposition	
Be a self starter	Essential
Be dependable and flexible	Essential
Be prepared to travel as part of your work	Essential
Be committed to working as part of a team	Essential
Be able to work on your own in your home environment	Essential
Tact and Diplomacy	Essential
Access to own transport with a clean driving licence	Essential

Please send your CV and cover letter with any relevant attachments by 5pm on Wednesday, June 28th, 2023 to: Ciara Norton cnorton@eeu.antaisce.org