



Roscommon LEADER Partnership invites applications for the following positions:

Recruitment Officer

The Recruitment Officer will be responsible for the recruitment of participants and trainers for Roscommon Integrated Development Company trading as Roscommon LEADER Partnership 2019's contract relating to Getting Citizens on line grant scheme funded by the Department of Communications, Climate Action & Environment and the delivery of all associated contract obligations and targets including obtaining the completion of the contract's eligible participants nationally under the contract.

Candidates must meet the eligibility requirements below including satisfying the following requirements:

- have a minimum 2 years' experience working with digital skills training
- have a working knowledge of the Irish Dept. of Agriculture schemes and related Information Technology systems
- have a relevant third level qualification
- have relevant training delivery qualifications & relevant experience of recruiting participants & delivering training
- have experience of presenting to groups project concepts
- have organisational and management experience in relation to co-ordinating steering groups and networks
- have extensive knowledge of the various Agriculture and Rural Development Agencies, Networks and Training & Education Bodies at both a National and local level in the Republic of Ireland.

The ideal candidate will have strong clerical, administration ability and computer literacy & experience, and must hold a current full driving licence and have access to own transport.

A detailed proposal for the recruitment of 3,850 participants on the Digi Skills programmes is a requirement for the interview (Please submit with your cv and cover letter) – across the 6 target groups in the 26 counties:

1. Age profile 45+
2. Farming communities
3. Unemployed persons
4. Small business owners (<10 people)
5. Persons with disabilities
6. Disadvantaged groups

Part time post - 2.5 days per week - fixed term contract from the 01/03/2019 to the 31/12/2019 with good possibility for extension subject to funding provision and satisfactory work performance.

Salary: €32,182 annual gross on a pro rata basis.

Satisfactory references and Garda vetting will be required.

Short listing will apply. A panel may be formed from which future vacancies may be filled.

For further information please email recruitment@ridc.ie

To apply for the above position, please submit your CV, letter of application and detailed proposal as outlined above (this will be discussed at interview) - clearly stating which position you are applying for; to recruitment@ridc.ie

Closing date for receipt of applications is 5 pm, Thursday 21st February 2019

(Interviews will take place in Ballaghaderreen on 28th February 2019 – date subject to change)

Roscommon LEADER Partnership is an Equal Opportunities Employer

Getting Citizens Online – Grant Scheme is funded by the:



Roinn Cumarsáide, Gníomhaithe
ar son na hAeráide & Comhshaoil
Department of Communications,
Climate Action & Environment