



Title: Education Officer

Reporting to: General Manager

Hours: 4-5 days per week

Immediate Start (July/August 2019), this is a one year contract, which may be extended to a longer term, subject to funding.

We require an experienced educator to co-ordinate and facilitate our onsite primary and post primary education programmes, organise and facilitate the onsite school education workshops, school tours and children's camps.

Overseeing the Education team, this role is mainly focusing on promoting and facilitating our onsite schools programmes, and seasonal camps, as well as raising the profile of Irish Seed Savers to promote our 20 acre working organic farm to further develop the onsite education programmes, to schools, third level institutions, community groups, organic horticulture groups and those interested in self-sufficiency and environmental care.

The successful candidate is expected to be a team leader, team player as well as have the ability to work on their own initiative.

**Please apply by sending your CV and cover letter detailing your background and suitability for this role to [info@irishseedsavers.ie](mailto:info@irishseedsavers.ie).**

**Deadline for submission: Monday 1<sup>st</sup> July 2019**

**Interviews expected to take place week of 8<sup>th</sup> July 2019**

**Start Date from mid July/early August 2019**

### **Role**

We require an experienced educator to co-ordinate and facilitate our onsite primary and post primary education programmes, organise and facilitate the onsite school education workshops, school tours and children's camps.

Reporting to the General Manager, the successful candidate must have a full driving license, be fluent in English, be computer literate, and have experience in facilitating schools programmes, specifically with a focus on organic gardening and biodiversity.

As well as co-ordinating the education programme, it is also important for the successful candidate to research, prepare and submit relevant funding applications which will support our educational work.

Irish Seed Savers is a conservation non-profit enterprise, Charity Number 13989. For information on our work and to get involved please go to <http://www.irishseedsavers.ie>



**Irish Seed Savers  
Association**

This role will be filling in for a sabbatical break of 1 year (with the potential to remain on, funding dependant).

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### **Key Responsibilities of this Role:**

- Manage objectives for the year to maintain and develop Irish Seed Savers education on-site remit.
- Oversee, organise and facilitate the Primary and Post primary Education programmes:
  - Seasonal workshops and tours for primary, post primary Sept-Nov and March-June
  - Summer camps for 6-9-year olds x 1 and 10-12-year olds x 2
  - Easter Camp for 6-10-year olds x 1
- Manage bookings and liaise with schools and other educational groups visiting our site.
- Participate in ISSA events both onsite and offsite to promote our education programmes.
- Working alongside the marketing team to prepare promotional material aimed at schools and educational programmes to promote our workshops, tours, biodiversity, school gardening, heritage seeds and apple trees.
- Feedback to the organisation through team meetings, quarterly reports, financial management and operational planning.
- Contribute written articles for ISSA newsletters and e-zine.
- Ensure our work with children is compliant with Irish regulation and EU legislation, according to Child Protection Policies, Data Protection (GDPR) and oversee Garda vetting of relevant staff when required.
- Research and Submit for funding to support our education remit.
- Develop collaborations with other ethos aligned organisations.
- Overseeing the Education team, this role will work alongside the Education Assistant (Weekend Workshops) and Regional Co-ordinator (Seed Outreach) as well as other teams within the organisation.

### **Key skills required for this role are as follows:**

- Good knowledge and experience of teaching biodiversity-based activities, for example, native flora and fauna, habitats and ecosystems.
- Familiarity with DPSM and STEM programmes preferable.
- Familiarity with the Irish curriculum essential.
- Experience of delivering workshops, tours and camps to large groups of children (20-40).
- Experience of working with children from junior level to senior level.
- Experience of working with post primary students.
- Good organisational, multi tasking skills and efficient user of time.
- Experience of delivering outdoor nature-based activities and workshops.
- Trained in Forest school leadership or be familiar with the Forest school ethos.
- Trained in or experience of organic horticulture.
- Experience of Ireland's child protection laws and required policies and procedures.
- Computer skills (Microsoft Office) required to document works, support conservation research work, and prepare reports.
- Good customer service skills.
- Good communication skills.

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- Be happy to work in a team and to work on your own.

Tasks may be assigned which are outside of the above expectations, as per the requirements of your supervisor, and the Organisation.

### **About Us**

**Irish Seed Savers Association CLG** purpose is to carry on the preservation and saving of open pollinated heritage vegetable seed and fruit tree varieties; to cultivate and research food varieties of plant material; to provide training programmes on horticulture and bio-diversity; to produce seed and fruit trees and make them available to the Irish and international community; To save as wide a spectrum [as possible] of food plant genetic resources for future generations. We are a registered charity since 1997.

Our aim is to:

- Protect, conserve, research, and utilize seed, grain, vegetable and fruit varieties
- To increase awareness, provide education, and promote the benefits of:
  - agricultural genetic resources
  - biodiversity
  - open pollinated seed saving
- Be a working example of successful agricultural conservation by growing and distributing Irish grown seed and fruit varieties.

We are based just outside Scarriff, in East Clare. For more information on our work please visit our website <http://www.irishseedsavers.ie>.

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