

EDUCATION AND MEDIA OFFICER

Hours: 40 hours per week

Reporting to: WRI Hospital Manager

Location: WRI Wildlife Hospital, Garlow Cross, Navan, Co Meath, C15 V9TW

Salary: €1,100.00 per month

Contract: 3 months (contract may be extended depending on internal factors)

Apply: Send CV and covering letter to chairperson@wri.ie before 5pm Wednesday 20th October 2021

Requirements: Experience in informal education programmes essential. Qualification in education or community development such as QQI Train the Trainer or H.Dip Education an advantage. Person must be willing to undergo Garda Clearance check.

Job Summary

The Education and Media Officer creates, develops and delivers our education and media programmes.

Key Responsibilities - Education

Create and deliver education programmes for varying age groups including promotion and costings.

Build strong relationships with local and national educational establishments, to increase awareness of WRI and build attendance at talks and workshops at the Wildlife Hospital.

Liaise with other companies and organisations regarding the delivery of education work.

Oversee the delivery of educational projects, both in the Wildlife Hospital and the wider community.

Maximise positive publicity for all educational opportunities.

Work with instructors on programme content and other related issues.

Conduct research on current trends within education, wildlife, biodiversity and related subjects.

As part of the management team, share responsibility for the day to day running of the Wildlife Hospital.

Key Responsibilities – Media

Develop and implement targeted content for various media platforms.

Monitor website and suggest edits/updates as appropriate.

Research, write, proofread, and edit all media content, implement and manage media campaigns.

Demonstrate a wide degree of creativity with a keen interest in shaping an organisation's image and values through appropriate communication to the outside world.

Develop content for circulation via press releases, social media, websites, and other distribution channels.

Serve as the organisation's media liaison and spokesperson as well as identifying other potential spokespersons.

Some animal care work as necessary and other tasks as requested by the Hospital Manager.

Date: Oct 2021