

Role: Monitoring & Evaluation Officer

Programme: Safe Routes to School

Salary: €37,000

Location: Home based (remote/hybrid)

Apply to: Tracey Lydon, Safe Routes to School Programme Manager at
tlydon@eeu.antaisce.org

Closing date for receipt of applications is 9am on 29th May 2025

Background:

An Taisce is the national operator of a number of highly successful environmental education and management programmes such as Green-Schools, Blue Flag, National Spring Clean, Clean Coasts and Climate Ambassador. The Safe Routes to School programme was launched in March 2021 and focuses on the delivery of infrastructure to support active travel to school. The programme is funded by the Department of Transport and supported by the National Transport Authority (NTA).

Safe Routes to School Programme:

The Department of Transport has funded An Taisce to develop and deliver the Safe Routes to School programme. The programme is focused on improving infrastructure in front of and around schools so that more students can walk, cycle, or wheel to school. The programme is being delivered in partnership with Local Authorities and other key stakeholders nationwide.

The key focus for the programme is as follows:

- To provide “front of school” treatments to enhance sustainable access into the school grounds.
- To accelerate the delivery of walking, cycling and wheeling infrastructure on access routes to schools.

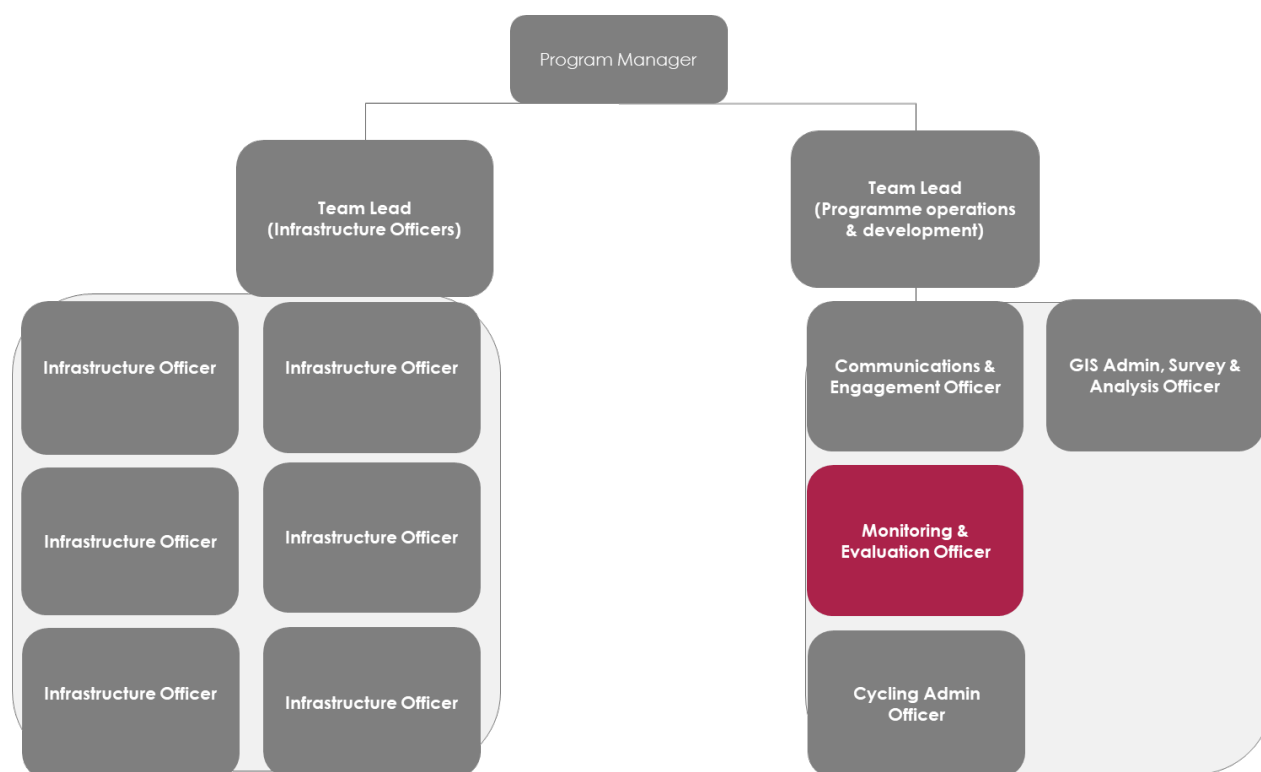
To find out more information about the programme go to: [Safe Routes to School | Promoting Safe Travel to Schools](#)

Recruitment:

An Taisce is now recruiting **one full-time Safe Routes to School Monitoring & Evaluation Officer**.

The post will be full-time for a period of up to two years, subject to funding. There will be a probationary period of 6 months. The post will be 32.75 hours per week but a degree of flexibility of working hours around evenings and weekends will be expected. This role is for a homeworker/remote worker who will be required to travel for meetings, audits, training, events etc.

Role Overview



The monitoring and evaluation role functions within the Support Staff team within the Safe Routes to School programme.

The aim of this role is to monitor and showcase the effectiveness of works delivered under the programme, to oversee programme evaluation and to support management in programme refinement.

Key Tasks and Responsibilities:

- Oversee monitoring of the programme's Key Performance Indicators (KPIs).
- Responsible for the collection, storage, recording, visualization, and reporting of programme data.
- Oversee the refinement of monitoring elements through regular engagement with the programme team.
- Oversee the programme's completed schemes dashboard using ArcGIS and support further showcasing of key programme elements and case studies.
- Support monitoring of the impact on air quality of school improvements via snapshot analysis, local authority knowledge sharing, and engagement with [GLOBE programme](#) and related campaigns.
- Preparation of programme monthly reports and other programme reports as required.
- Support on preparation and analysis of school travel surveys (pre and post works) and other surveys using ArcGIS. Lead on showcasing the impact of the programme.
- Development of programme evaluation surveys / focus groups for key programme stakeholders including local authorities and schools.
- Support management in relation to external programme evaluation and research.
- Oversee future engagement with organisation wide Customer Relationship Management (CRM).
- Liaise and communicate with a range of stakeholders including local authorities, schools, partner programmes, universities, etc.
- Undertake any other such relevant duties as may from time to time arise and are considered appropriate

PERSON SPECIFICATION

Attributes	Attributes
Knowledge, Skills & Aptitudes	
Proficient use of Word, Excel & Powerpoint	Essential
Proficient use of data visualisation software eg. Power BI	Essential
Good working knowledge of geographic information systems (GIS)	Essential
Experience in collection, storage and analysis of qualitative and quantitative data	Essential
Experience in preparing reports and case studies	Essential
Experience working with a wide range of stakeholders	Essential
Knowledge of General Data Protection Regulation (GDPR)	Essential
Experience in preparation of dashboards and story maps	Desirable
Experience in preparation of surveys	Desirable
Experience in facilitating workshops / focus groups	Desirable
Experience working on Customer Relationship Management (CRM)	Desirable
Experience working in Artificial Intelligence	Desirable
Experience working with youth or within school environments	Desirable
Knowledge of best practice in relation to walking, cycling and wheeling infrastructure.	Desirable
Disposition	
Excellent communications and interpersonal skills	Essential
Excellent time management and organisation skills	Essential
Be committed to working as part of a team	Essential
Be able to work autonomously on your own in your home environment	Essential



Please send your CV and a brief cover letter to Tracey Lydon, Safe Routes to School Programme manager with the subject line 'Infrastructure Officer Application' by 9am on the 29th May

An Taisce is an equal opportunities employer.

Reasonable Accommodations/Adjustments

Employment Equality Act 1998 and 2004 & Disability Act 2005 If you are applying for a job in the An Taisce, you will be asked if you require a Reasonable Accommodation to support your participation in the recruitment and selection process. Please give details of any Reasonable Accommodations you may need in your application. If you are successful in the recruitment and selection process and offered a role, it would be helpful if you could share relevant information about any potential Reasonable Accommodation requirements needed to complete the functions of your new role, please detail this in your application