

ASPIRE- PEACEPLUS Project (Léargas)

Development Officer

3.5-year Fixed Term Contract JOB DESCRIPTION

POST	<p>Development Officer ASPIRE-PEACEPLUS</p> <p>Contract end date December 2028.</p>
REPORTING TO	Head of ASPIRE-PEACEPLUS Project (Léargas)
JOB PURPOSE	<p>To support the successful implementation of Léargas programmes and initiatives, specifically the ASPIRE PEACEPLUS Project.</p> <p>To support the project, its partners and its beneficiaries to achieve their strategic and operational goals.</p> <p>To support the development, coordination, management, and implementation of the PEACEPLUS Shared Education Programme (ASPIRE), which works with approximately 45 schools in the border counties of Ireland.</p> <p>To promote shared education within the wider community and contributing to the development of a Continuous Professional Development (CPD) programme for teachers. Quality assurance for externally delivered CPD courses is a key responsibility.</p>
PAY GRADE	<p>Léargas utilises Civil Service Pay Scales</p> <p>Appointment refers to Higher Executive Officer PPC - successful candidate commences strictly at point 1 €58,264</p>
DEADLINE	5pm on 13th June 2025. In-person interviews to be held w/c 30 th June 2025.

Léargas is responsible for developing and implementing national and international exchange programmes across the sectors of adult education, school education and early years, vocational education and training, sport, youth and volunteering. These activities connect people in different communities and countries and bring an international dimension to organisations across Ireland. We are the National Agency for the Erasmus+ and European Solidarity Corps programmes of the European Union across the sectors mentioned above, and we are the National Support Office other EU initiatives in Ireland. We are a company limited by guarantee and a registered charity (CHY 8317).

The Education Authority in Northern Ireland, Léargas, Early Years Northern Ireland, National Childhood Network and Fermanagh Trust collaborate to implement the PEACEPLUS Advancing Shared Partnerships through Inclusive Relationships in Education (ASPIRE) programme. ASPIRE targets early years settings, primary, and post-primary schools in Northern Ireland and the Border Counties of Ireland, focusing on schools with little or no previous experience in providing shared education opportunities. The programme aims to build a culture of good relations among school children, equipping them with the skills and attitudes needed to contribute to a society free from sectarianism and intolerance and a culture of cooperation and collaboration is the norm.

We are now seeking an enthusiastic and driven individual to join the Léargas team as a Development Officer ASPIRE-PEACEPLUS. Reporting to the Head of ASPIRE-PEACEPLUS project, this role offers an exciting opportunity to advance your career while working in a transnational partnership for education and learning for children and young people.

Main Duties and Responsibilities:

1. Strategic Development:

The Development Officer will:

- Support the design, development, and implementation of the ASPIRE project in line with agreed objectives.
- Assist with forward planning and delivery of the project.
- Provide support and leadership across the implementation team.
- Contribute to the development and implementation of annual delivery plans.
- Promote and communicate the PEACEPLUS Shared Education Project ASPIRE.
- Implement monitoring and quality assurance procedures for the project.
- Assist in evaluating the project's effectiveness.

2. School Support and Development:

- Build effective working relationships with participating schools.
- Support schools in developing effective partnerships and leadership in shared education.
- Examine opportunities for community engagement within ASPIRE and promote within schools these opportunities.
- Provide advice and guidance on resources for Shared Education delivery.
- Collaborate with teachers and the project team to develop curriculum materials and programmes.
- Promote curriculum innovation within Shared Education.
- Assist schools in planning, implementing, monitoring, and evaluating Shared Education programmes.
- Establish professional learning communities to share experiences and best practices.
- Support partnerships in self-evaluation.
- Support schools to embed practises from their projects to create a legacy and community links.

3. Accountability:

- Ensure full adherence to governance and accountability systems and operations policies and procedures.
- Provide regular progress reports to the Project Manager.

Person Specification:

This is a post seeking an innovative and forward-thinking individual with a proven track record in supporting schools / projects and training / curriculum development. In addition, it is essential that the individual has strong inter-personal skills. The successful candidate will ensure supportive, efficient, and effective delivery of objectives for the project team, collaborating across the ASPIRE-PEACEPLUS partnership.

Essential Skills, Experience, and Qualifications

Knowledge

The ideal candidate will have a solid understanding of:

- The Irish Curriculum and education system
- Current educational developments in Shared Education.
- CPD programme development in education and quality assurance of CPD programme delivery.

2. Skills:

The candidate must demonstrate highly developed skills to:

- Lead, manage, motivate, and inspire others.
- Articulate a clear vision for shared education.
- Build strong relationships at all levels and promote a collaborative team approach.
- Lead strategically and foster personal and professional development.
- Promote, achieve, and evaluate high-quality experiences for students and teachers in shared education.
- Facilitate effective partnerships between schools and their communities.
- Communicate clearly and effectively, both orally and in writing.
- Utilise digital tools and innovations across IT systems and learning environments.
- Organise and prioritise workloads effectively.

3. Personal Qualities:

The successful candidate will demonstrate:

- Vision and a strong value system.
- Enthusiasm, motivation, and confidence.
- Integrity, empathy, and advocacy.
- Excellent judgement and decision-making skills, discretion and diplomacy.
- The ability to manage competing deadlines and priorities effectively while making decisive choices.
- Flexibility and adaptability.

Qualifications:

- Hold a relevant degree or equivalent experience preferably in the field of education.
- Have a minimum of two years' experience working in a comparably role
- Have a minimum of two years' experience in building and managing collaborative partnerships within and/ or across diverse communities.
- Experience of working in an international and intercultural context.

Desirable Qualities, Skills, and Experience:

- Commitment to improving Shared Education.
- Strong commitment to a customer-focused approach to service delivery.
- Strong commitment to equality of opportunity, inclusion, and diversity.
- Effective communication skills – both oral and written.
- Excellent interpersonal skills and ability to communicate and collaborate well within and across project teams.

Other Requirements:

- Access to a car or suitable transport to meet job requirements effectively is essential.
- Flexibility to work beyond normal office hours and at locations outside the office (namely Northern Ireland and the border counties) when necessary.

General Requirements for All Léargas Staff

We expect our people to show leadership, exceptional organisational and planning skills, and to be analytical and conceptual thinkers with excellent digital, IT, networking and influencing skills. We expect excellent interpersonal and communication skills, including presentation and facilitation skills, combined with an ability to fit within a team that works to support the vision and mission of Léargas.

Candidates are expected to meet the [Civil Service Capability Framework](#) for this grade.

Application Process

Submit your CV and a concise letter of motivation (max 500 words) to recruit@leargas.ie by 5pm on Friday 13th June 2025. In-person interviews to be held w/c 30th June 2025.

In your letter of motivation, using the Public Service **Capability** model for Higher Executive Officer grade, please detail your experience under each listed competency, and demonstrate how these will support your delivery of objectives in this role.

A panel of successful candidates may be formed following interviews, and candidates placed on the panel may be considered for future vacancies. Should a work permit be required for employment in Ireland, candidates must bring this to Léargas' attention and obtain the necessary documentation.

Working Conditions

- **Location:** Dublin, with frequent travel within the specified regions targeted by this project. Access to transport is essential to fulfil the requirements of the post.
- **Hours:** 35 hours per week in a flexible work environment.
- **Hybrid Work Arrangement:** Combination of office, home, and on-site work.
- **Benefits:**
 - Generous annual leave
 - Defined contribution pension scheme
 - Staff development and further education support
 - Flexible working
 - Paid sick leave scheme



- Death in service benefit
- Employee Assistance Programme

Léargas is an equal opportunities employer and welcomes applications from people with disabilities