



<b>Opportunity</b>	Event Rapporteur
<b>Location</b>	Hybrid (One day attendance at in-person event in Galway required – otherwise can be remote)
<b>Opportunity Description</b>	To attend Galway Simon’s #SimonWeek event in-person on Sept 26 <sup>th</sup> and produce a conference report with policy recommendations.
<b>Reports to</b>	Policy Analyst
<b>Terms</b>	Short term agreement for workpiece, based on approx. 60-80 hours of project-specific work
<b>Compensation</b>	€3,000 (based on approx. 60-80 hours of work)

### About Simon:

Simon has a vision of Society where no one experiences homelessness. All people who are, or at risk of, experiencing homelessness, are given every opportunity to realise their potential to live fulfilled lives in appropriate homes of their own. Simon is recognised for providing innovative solutions to ending homelessness and for influencing government policy and public opinion.

The Simon Communities of Ireland is an affiliation of seven communities in Cork, Dublin, Dundalk, Galway, the Midlands, the Mid West, and the South East. Simon has been working with people experiencing homelessness in Ireland since 1969.

### Background

Ireland is facing a quiet crisis of older people retiring into homelessness. The number of persons aged 65+ accessing emergency accommodation has more than doubled since 2020. Galway Simon Community is supporting a growing number of people aged 55 and over who, for the first time in their lives, find themselves experiencing housing insecurity. Structural issues such as rising rents, unaffordable private accommodation, and the lack of age-appropriate housing have left more and more older adults at risk of homelessness.

As part of the national #SimonWeek campaign, Galway Simon is hosting an event to spotlight this issue ahead of Budget 2026. Simon Communities of Ireland are seeking a skilled and empathetic researcher to be a rapporteur, capturing the discussions of the day and pairing this with desk-based research to produce a short, evidence-based report with policy recommendations that are grounded in lived experience.

## Role Responsibilities

The Event Rapporteur will:

- Attend Galway Simon's #SimonWeek event in-person on Sept 26, 2025 to take detailed notes of speaker contributions and audience discussion.
- Engage with event stakeholders including individuals with lived experience of homelessness and relevant service providers.
- Conduct brief desk-based research on older adults experiencing homelessness in Ireland and internationally, including policy responses and interventions.
- Draft a short (5–10 pages) policy report synthesising event themes and outputs, including:
  - A brief literature and policy review
  - Key messages emerging from the event
  - Direct reflections from lived experience contributions
  - Concrete, evidence-based policy recommendations
- Work closely with the in-house staff to ensure the final output is relevant, accurate, and impactful.

## Key Skills and Qualifications

- Experience in policy research, social research, journalism, or related field.
- Excellent writing skills, with the ability to translate complex discussions into accessible reports.
- Experience working with or writing about homelessness, housing, older people, or related social issues.
- Sensitivity to lived experience and trauma-informed engagement.
- Ability to work independently and meet tight deadlines.
- Experience producing policy documents (e.g. submissions, policy briefs) is a strong advantage.

## Time Commitment and Compensation

We estimate the total project to require approximately **60-80 hours** of work across 2 weeks, including:

- Preparation (e.g. reviewing event materials, relevant literature): 5–8 hours
- Event attendance in Galway (in person): 1 full day (7–8 hours)
- Desk-based research and report drafting: 45–55 hours
- Revisions, feedback, and finalisation: 5–10 hours

**Compensation:** €3,000

Travel and subsistence expenses for attending the event will be reimbursed separately.

## **How to Apply**

Please submit a CV and brief cover note outlining your suitability for the piece of work to [julia.corey@simoncommunity.com](mailto:julia.corey@simoncommunity.com) by 17:00 August 15<sup>th</sup>. No applications received after this time will be considered.