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<b>ROLE:</b>	<b>SENIOR COMMUNICATIONS OFFICER</b>
<b>PROGRAMME;</b>	<b>CLEAN COASTS</b>
<b>SALARY:</b>	<b>€39,000 - €41,000 PER ANNUM</b>
<b>LENGTH OF CONTRACT:</b>	<b>Full time for a period of 12 months initially with extension subject to funding</b> <b>6 month probationary period.</b>
<b>LOCATION:</b>	<b>Hybrid/remote</b>
<b>APPLY TO:</b>	<b><a href="mailto:bmoore@eeu.antaisce.org">bmoore@eeu.antaisce.org</a></b>

<b>Closing date for receipt of applications is</b>
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**PURPOSE:**

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 Green Home.

An Taisce is now recruiting **1 Full Time Senior Communications Officer (Clean Coasts)**. This is a great opportunity to join a diverse creative and passionate team working to achieve the Clean Coast Programme objective of working with communities to protect and care for Ireland's waterways, coastline, seas, ocean and marine life. The post will be full-time at 37 hours per week (including breaks) but a degree of flexibility of working hours around evenings and weekends will be expected.

**Key Responsibilities:**

- Conceptualise, plan and implement communications for the Clean Coasts programme.
- Maintain a strong presence for the programme, including impactful and fit-for-purpose website, social media and newsletter content ensuring the programme communication outputs are of a high standard and respond to the needs of our target audiences
- Coordinate with other communications staff on campaigns, launches, opportunities and internal communications.
- Manage website design, website content and website maintenance and assist with transitions to new software when applicable
- Coordinate and plan media engagement including pitching ideas; creating content and developing relationships
- Compile performance reports for external stakeholders and internal review
- Develop campaigns, competitions, and initiatives to increase reach of partnerships and meet programme KPIs

- Manage third party media monitoring services
- Liaise with external stakeholders and sponsors as required
- Create press releases for events and campaigns
- Support with writing scripts for video, TV and radio content
- Advise on engagement with agencies and media outlets
- Provide support with organising photoshoots and PR events
- Support with aspects of event management (online and in-person)
- Develop escalation protocols for managing communication crises, should they arise
- Assist in responses to queries from the media or schools and act, when required, as a spokesperson.

#### PERSON SPECIFICATION

Attributes	Attributes
<b>Qualifications and Attainments</b> 3rd Level Qualification in Communications/Public Relations/Journalism	Desirable
<b>Experience</b> A minimum of four years experience in communications roles.	Desirable
<b>Knowledge, Skills &amp; Aptitudes</b> Knowledge and awareness of marine environment, education, climate and sustainability.	Essential
Excellent communications and interpersonal skills	Essential
Excellent media skills	Essential
Excellent computer skills (database management, website skills)	Essential
Ability to manage a workload within tight deadlines	Essential
Ability to work with a wide range of stakeholders including schools, local authorities and other agencies.	Essential
<b>Disposition</b> Be a self starter	Essential
Be dependable and flexible	Essential
Be prepared to travel as part of your work	Essential
Be committed to working as part of a team	Essential
Be able to work on your own in your home environment	Essential
Tact and Diplomacy	Essential

Please submit your CV and cover letter outlining your interest in the role by 11<sup>th</sup> August 2024