



EDUCATION OFFICER

Saint Patrick's Cathedral has been at the centre of our history and culture for over 800 years. Dating from the 13th century and built in honour of Ireland's patron saint, Saint Patrick's is the National Cathedral of the Church of Ireland and is also one of Ireland's most popular tourist attractions. With over 600,000 visitors in 2019, it is the third most visited admission-charging tourist attraction in Dublin city.

We now wish to recruit an Education Officer. The Education Officer will have responsibility for developing, offering and ensuring the quality of education programmes to visiting schools, third level institutions, and community groups. This is a stand-alone role, but will work closely with colleagues within the Cathedral, and with external freelance facilitators in the delivery of education programmes.

MAIN DUTIES & RESPONSIBILITIES

- Developing an imaginative programme of education for schools, third level institutions and community groups, where possible contributing to the delivery of the National Curriculum.
- Researching and developing resources for educators to download from the Cathedral website.
- Linking with schools where possible to encourage visits and to offer support and training to teachers planning a visit to the Cathedral.
- Teaching and inspiring the education groups who visit the Cathedral.
- Managing and training the Cathedral's volunteers – organising their rota and monitoring their work while fostering a strong team spirit.
- Delivering a range of classroom and Cathedral-based taught sessions, experimental visits and workshops specialising in the religious social and historical aspects of the school curriculum.
- Contributing to the establishment of the Cathedral as a centre of Lifelong Learning by developing links with adult education providers and groups.
- Writing Education Development plans and Annual Progress reports for the Cathedral Board.
- Assisting in developing opportunities for schools to worship at the Cathedral.
- Continuing in creating links with other faith communities and places of worship.
- Working with the Marketing Department to help grow the number of education groups visiting each year.
- Working with Marketing Department in producing grant applications where required.
- Undertaking other suitable duties as required by the Administrator.

CANDIDATE REQUIREMENTS

- Excellent communication skills, with an ability to adapt communication style according to audience size and ability.
- A passion for education and for working with students of all ages and ability.
- Creative in approach with a passion for thinking of new and innovative ways to engage with students.
- People management, including an ability to recruit and train facilitators/ volunteers to help in the delivery of education programmes.
- An ability to work as part of a team and to work on her/his own initiative.
- Strong organisation and prioritisation skills.
- Confident presentation skills.
- Strong computer skills – Word, Excel, PowerPoint.

EXPERIENCE AND QUALIFICATIONS

Essential

- Experience of delivering education sessions, tours and workshops to students (particularly school age students).
- Experience of designing new sessions for a range of audiences
- A 3rd level qualification in a field related to the role
- Experience and/ or qualification in museum education or teaching

Desirable

- Experience of designing new educational resources, either physical or digital.
- Experience of hiring, training, and working alongside freelance facilitators

To apply, please send your CV with covering letter to humanresources@stpatrickscathedral.ie before close of business on **Friday 3rd December 2021**.