

Education Coordinator

GAP Ireland is seeking a passionate, creative and organised Education Coordinator to help imagine and deliver the future of GAP's schools programme.

At GAP, we're rethinking how we engage with students, teachers and schools. For a long time, we've offered one-off, topic-based workshops on issues such as climate change, waste, water, fast fashion and greenwashing. We've visited amazing schools, trained committed teachers, and created great resources.

But as the environmental and social challenges we face grow more complex and difficult, so too does how we engage with them. We want to commit more deeply to developing more supportive, more powerful relationships with schools, and to offer learning journeys that challenge and encourage children and young people to connect to their communities, the Global South and the natural world. We currently run 3 projects which involve longer term engagement with young people and families and we've seen first hand the impact of working with learners over a longer period of time; we want to extend this insight to the rest of our schools programme.

We're looking for someone with something to say about education, and about where the world is going. We're looking for someone imaginative, innovative and inspirational; for someone not afraid of difficult conversations about difficult knowledge. We're looking for someone who will make a meaningful impact in our partner schools and in people's lives. Is this you?

GAP Ireland

GAP Ireland is an environmental charity rooted in the belief that each of us holds the power to bring about change; in ourselves, our communities and the Earth. We guide people on a journey of discovery of their potential, using our practical, purpose-driven programmes that reconnect us with nature and one another.

Our work brings together environmental education, community empowerment, social inclusion and practical action. We believe that people learn best when they are actively involved, when learning connects to their own lives and communities, and when they have opportunities to experience and shape change for themselves.

We envision young people as active global citizens; practicing critical thinking, engaged with questions of global social justice, seeking to understand how they connect to others and to the natural world. We use interactive, participatory and experiential methods to help children and young people explore environmental and global issues and develop the knowledge, confidence and motivation to act.

The Education Coordinator

Our new Education Coordinator will play a key role in redesigning our school programme, creating exciting learning experiences, engaging and supporting schools, coordinating and

delivering workshops, and training teachers. They will oversee three main areas of focus:

- GAP's secondary schools [global citizenship education \(GCE\) project](#), funded by Worldwide Global Schools. Since 2016, this project has held teacher training, and created [classroom resources](#) such as video lessons, lesson plans and factsheets. The focus for this year is to refine the work to date into an appealing, sustained and impactful offering to schools that comprises student workshops, teacher continuous professional development (CPD) and support for action projects. In this, they will take inspiration from the success of GAP's [Nature Explorer](#) model.
- GAP's schools programme for primary and secondary schools in Dublin 15. This will entail developing relationships with a number of partner schools, working with them to identify interests and needs, and facilitating workshops for staff and students, with the end goal of enabling more sustainable, engaged, globally-aware schools and communities.
- Our wider schools programme, which receives requests for schools workshops on a range of topics in the greater Dublin area and occasionally outside Dublin.

Key details

Position	Education Coordinator
Reports to	Schools Programme Manager
Location & travel	GAP Offices in the Axis Theatre, Ballymun. Hybrid working arrangements are possible. This role will require travel to schools within County Dublin and surrounding areas, so will require access to a car and the ability to reach more remote places.
Hours & contract duration	• Part-time, 30 hours per week, within normal working week (Monday - Friday). Working hour distribution over the week to be agreed. • Potential to extend to a full-time 37.5 hour week dependent on funding • 2 year fixed term contract from start of contract date. Renewable subject to funding. • There will be an occasional requirement to undertake evening and weekend work. • A six-month probation period applies.
Salary band	• The salary band is €37,500 - €43,076 pro rata. • The starting point on the salary scale will be determined based on the successful candidate's experience and qualifications. • GAP operates a pension scheme, in which both employee and employer contribute 1.5% of the salary to a recognised pension provider.

Responsibilities

1. (Re-)develop and deliver GAP's schools programme

- Help GAP design and pilot a new approach to longer-term engagement with schools which will support teachers and students to develop knowledge and skills through practical projects and activities.
- Create engaging learning engagements with primary and post-primary students to facilitate learning on themes related to climate, biodiversity, nature, sustainability and global citizenship;
- Use participatory, practical and experiential approaches that encourage curiosity, critical thinking, solidarity and action;
- Adapt activities to different ages, abilities and school contexts, connecting to relevant curricula.

2. Develop and deliver the Northwest Dublin schools programme

- Build relationships with schools in Dublin 15 and northwest Dublin, collaborating with teachers, students and GAP staff to offer curriculum-linked environmental education;
- Work in partnership with GAP staff at GLAS @ TU Dublin Blanchardstown garden to support students to learn through practical learning experiences;
- Coordinate and deliver environmental and climate learning activities for primary and secondary school students with global citizenship and nature connection focus.

3. Coordinate and deliver our secondary schools GCE programme

- Coordinate GAP's GCE teacher training and professional development, scheduling and hosting events, and developing project resources;
- Deliver GCE teacher training and CPD, online and in person, supporting teachers to use GAP's resources and develop opportunities for student learning and action;
- Maintain relationships with participating schools and teachers, with funders and with other operational partners.

4. Coordinate GAP's wider schools programme

- Organise school visits to deliver the above package of workshops, teacher training and support activities;
- Maintain relationships and communications with schools and partners.
- Keep accurate records and monitor budgets, outputs and impact;
- Ensure all activities meet GAP's safeguarding, health and safety and GDPR requirements.

5. Monitoring, evaluation and learning

- Collect feedback and evidence of learning and impact from students and teachers using GAP's existing M&E systems;
- Use learning from the programme to improve GAP's overall approach;
- Contribute to funder reporting, funding applications and programme evaluation.

6. Advocacy and representation

- Represent GAP with schools, partners and relevant education and environmental

- networks;
- Contribute to GAP's advocacy related to the schools education sector.

Person Specification

Essential	We are looking for someone who is creative, curious and confident working with schools and young people, and who is excited by the opportunity to help GAP develop a new approach to environmental education. You will need: • Experience delivering environmental or Global Citizenship Education. • Experience working with schools and/or young people. • Strong facilitation and communication skills. • An ability to design and deliver engaging, participatory and experiential learning. • Good knowledge of climate, environmental, justice and/or global citizenship issues. • Strong organisational skills and the ability to manage several activities at once. • Knowledge of the Irish secondary school curriculum, WWGS or community-based environmental education. • A willingness to travel locally and work flexibly. • A full, clean driving licence and access to transport.
Desirable	• Experience of teacher training • Experience leading outdoor or nature-based learning

To apply for the role

To apply for this position, please submit a CV and letter of motivation outlining your suitability for the role, and how you meet the essential criteria, to info@globalactionplan.ie.

Deadline for applications: 5 pm, Friday 30 October

GAP Ireland is committed to diversity and inclusion and encourages applications from all backgrounds.

This job description is a guide to the general range of duties attached to the role. It is intended to be neither definitive nor restrictive and is subject to review with the employee concerned and therefore may be updated from time to time to reflect changing business and operational needs and the employee's own development and growth needs.