

## **VOLIES: Community Engagement Manager** **(<https://www.activelink.ie/node/109277>)**



**Job Description:** Community Engagement Manager

**Location:** Dublin, Ireland

### **Background Information**

VOLIES (<https://volies.es/en/>) is a BCorp, an organization that meets the highest social and environmental standards. We were born 11 years ago. We're more than to 30 people from 10 nationalities.

We are specialized in the development and implementation of the Social Strategies of the companies we work with.

Our headquarters is in Spain, but we have branches in Lisbon, Paris, Mexico City, Buenos Aires and Medellin as well.

### **Job description:**

Volies is looking for a community engagement project manager in Dublin. We are looking for a candidate who will work full time to support the community engagement programme of a global Tech company.

This role requires an ability to work and collaborate with cross-functional teams including engineering, operations, public policy, and public relations to deliver results.

This role requires the ability to think and communicate clearly with a diversity of stakeholders. It will require responsibility for developing on-the-ground relationships and delivering programs and community liaison activities in the specific areas where or client is present.

### **Key Responsibilities:**

- Be the main contact person for the Community Engagement program locally.
- Identify key local organisations and community stakeholders to understand their needs, build relationships and collaborate on impactful outcomes.
- Provide support in building strong, collaborative relationships with external stakeholders, across the community and within local authorities.
- Coordinate community events and inspire employees to learn and engage through these events.
- Attendance at community affairs events to represent the Program and client
- Manage the planning and delivery of community programs and initiatives following global standards.
- Manage key aspects of community sponsorships including working with internal and external stakeholders to source, plan and implement donations and sponsorship agreements.
- Utilize multiple communications channels including newsletters, social media, blogs and email to drive employees' awareness and involvement in community engagement initiatives.
- Reporting on metrics that capture impact of the community engagement program.
- Travel in the greater Dublin area and in Ireland will be required.

### **Basic qualifications**

- Bachelor's/Master's degree
- Minimum of 3 years of experience in CSR, General Affairs, social projects or similar
- Experience working with constituent groups including non-profit organisations and employee volunteering

- programmes.
- Excellent project management and coordination skills
  - Excellent writing and verbal communications skills
  - Based in Dublin/ability to attend meetings in Dublin city centre
  - Driver's licence, own mobility (car or access to car)
  - Strong knowledge of the Irish community

## Position characteristics:

- Full-time position
- Working agreement: freelance and homeworking (in-person meetings with NGOs or at client's Dublin offices or events, in average 3 times a week)
- Native English speaker

**Salary Scale:** 50-55K Euros

## What do we offer?

- an international and intercultural working environment
- participation in innovative and social- impact outreach programs
- we offer facilities to conciliate work and family

VOLIES is strongly committed to non-discriminatory hiring practices and encourages applications from individuals who will further expand the diversity of our working force and network.

**Dates:** Starting date September 2024

**Closing Date:** 15/07/2024

**Contact Details:** [info@volies.es](mailto:info@volies.es) (<mailto:info@volies.es>)

### Region

Dublin

### Date Entered/Updated

1st Jul, 2024

### Expiry Date

15th Jul, 2024

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