

Irish Association of Youth Orchestras: Youth Participation Officer **(<https://www.activelink.ie/node/112203>)**



The Irish Association of Youth Orchestras (IAYO) invites applications for the position of **Youth Participation Officer**. This is an opportunity to contribute to and expand IAYO's youth participation in decision-making programme. This programme focuses on the development of youth voice and youth leadership in IAYO itself and in youth orchestras throughout Ireland. The programme also supports IAYO and its member orchestras to employ a youth-led approach to their music activities.

Reporting to the CEO, the Youth Participation Officer will join a team including an existing Youth Participation Officer, Programmes Manager, Marketing and Communications Officer and Administrator.

The Application Deadline is **Sunday, 08 December 2024 at 22:00 Irish Standard Time (GMT / UTC)**

Interviews will take place on **Tuesday, 17 December 2024** at the IAYO offices in Cork. Online interviews may be offered to eligible candidates.

Location: The role is based in Civic Trust House in Cork City. The role can be blended or based remotely but will require face-to-face work at a number of locations around Ireland on a regular basis. Occasional attendance at the IAYO office in Cork for training and planning sessions will also be required.

Contract: This is a one-year contract with the intention to renew in 2026 and make the position permanent subject to sufficient funding. Full-time (35 hours per week).

Annual leave of 25 days per annum.

Salary: €38,000.

Role Description:

The Youth Participation Officers will deliver a set programme of youth work within IAYO for 2025. They will work alongside the other IAYO staff and will have the opportunity to engage with volunteers, contract staff and young people across Ireland. There are great opportunities for both individual and collaborative working across the programme of work.

Skills and Experience:

- Experience in the development of programmes and resources for use with young people;
- A relevant third-level qualification; and / or
- Demonstrated experience of working in a youth work / youth music / youth arts environment;
- Demonstrated experience of working with young people and creating opportunities for them to lead and have their voices heard;
- Experience of effective stakeholder engagement and partnership-working;
- Experience of planning and running events such as training seminars and workshops;
- Competency in IT including document preparation, presentations and managing online communications tools (Zoom / Teams);
- The ability to facilitate both in-person and online participation;
- Experience in the use of monitoring and evaluation tools;
- Good written communication skills;
- Good record-keeping and report-writing skills;

- An understanding of child safeguarding policies and procedures;
- A full driving license and access to a car is desirable.

For further information on the role, please download the application pack irPDF (<https://www.iayo.ie/admin/wp-content/uploads/Youth-Participation-Officer-Application-Pack-2024-compressed.pdf>).

Learn more about IAYO and the role at [iayo.ie \(https://www.iayo.ie/jobs-and-teaching-positions/job-opportunity-iayo-youth-participation-officer/\)](https://www.iayo.ie/jobs-and-teaching-positions/job-opportunity-iayo-youth-participation-officer/).

How to Apply:

Application for this post is by application form and cover letter. CVs will not be assessed.

In your cover letter please outline your fit with the requirements of the position as outlined above, most particularly your relationship to and desire to work with music and with young people. Please keep your cover letter to a maximum of two pages of A4.

Application for this post is by application form and cover letter. You can download the application form ir word (<https://www.iayo.ie/admin/wp-content/uploads/Youth-Participation-Officer-Application-Form-2.doc>) or odt (<https://www.iayo.ie/admin/wp-content/uploads/Youth-Participation-Officer-Application-Form-1.odt>).

Applications are preferred by email to Allin Gray at [allin@iayo.ie \(mailto:allin@iayo.ie\)](mailto:allin@iayo.ie).

Region

Cork City / Remote

Date Entered/Updated

15th Nov, 2024

Expiry Date

8th Dec, 2024

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