

## **An Taisce - Green Schools Travel: Team Leader - Dublin / Greater Dublin (<https://www.activelink.ie/node/113153>)**



### **ROLE: Team Leader, Dublin / Greater Dublin.**

**PROGRAMME:** Green Schools Travel (GST)

**SALARY:** €39k – €41k per annum

**REPORTING TO:** Allison Phillips (GST Programme Manager)

**LOCATION:** Dublin/Greater Dublin

**The closing date for receipt of applications is 5pm, Monday, 27th January 2025**

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### **About:**

The Green-Schools Travel Team is now recruiting a Team Lead for Dublin. This is subject to funding and there will be a probationary period of 6 months.

The role will be based in the Dublin Office in line with our office/remote working policy the successful candidate would be employed on a Hybrid contract & would be required to work from the office 1 day per week. Travel for meetings and events nationwide to be expected. The post will be 32.75 hours per week but a degree of flexibility of working hours around evenings and weekends will be expected.

### **Tasks & Responsibilities:**

- Supervise and support members of Dublin/Greater Dublin Team
- Work closely with the Team Leaders throughout the country and report to the Green-Schools Travel manager in relation to all aspects of the programme for your region
- Motivate and inspire team members to fulfil their roles and engage with the wider team to further the goals of the Green-Schools Programme
- Promote and develop the Green-Schools Travel Programme to a limited number of schools in a designated area (if applicable).
  - Organise the following events:
    - Regional staff meetings on a regular basis and provide feedback/minutes to programme manager.
    - Workshops/presentations/events based on issues associated with travel and transport for schools.
    - Teacher training seminars and courses.
    - Green Flag Awards in conjunction with Green-Schools Core.
    - Other events where applicable.
- Liaise with our existing partners in Local Authorities and other partners of the programme
- Monitor and evaluate development of the programme in team and schools
- Prepare monthly schools progress reports
- Carry out Green-Schools assessment and renewal assessment visits in your area, where applicable
- Undertake any other such relevant duties as may from time to time arise and are considered appropriate to the Team Leader role

### **Person Specification**

## Qualifications and Attainments

- 3rd Level Qualification in environmental studies/education/research or social science or other relevant discipline - Essential

## Experience

- A minimum of four years' experience in a field relating to environmental education/ community development/ transport planning/education or sustainable development - Essential
- A minimum of two years' experience working in a supervisory capacity - Desirable

## Knowledge, Skills & Aptitudes

- Knowledge of key issues relating to school travel - Essential
- Excellent communications, interpersonal and leadership skills - Essential
- Excellent Facilitation and teamwork skills - Essential
- Ability to manage a workload within tight deadlines - Essential
- Ability to work with a wide range or stakeholders including schools, local authorities and other agencies- Essential

## Disposition

- Be a self-starter - Essential
- Be dependable and flexible - Essential
- Be approachable, open and an active listener - Essential
- Be committed to working as part of a wider team - Essential
- Have problem solving, organisational and delegation skills -Essential

## Application Process:

Please send a cover letter and CV to HR Officer Kayleigh Mulvey at [kmulvey@eeu.antaisce.org](mailto:kmulvey@eeu.antaisce.org) (<mailto:kmulvey@eeu.antaisce.org>) before 5pm, Monday 27th January 2025.

### Region

Hybrid / Remote / Dublin 2

### Date Entered/Updated

15th Jan, 2025

### Expiry Date

27th Jan, 2025

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**Source URL:** <https://www.activelink.ie/vacancies/community/113153-an-taisce-green-schools-travel-team-leader-dublin-greater-dublin>