

## **Music Generation: Finance Officer (Part Time)** **(<https://www.activelink.ie/node/115247>)**



### **JOB OPPORTUNITY: Finance Officer (Part Time)**

#### **5-Year Fixed-Term Contract**

**Music Generation** is Ireland's national music education programme whose mission is to transform young lives through music. It has been successfully established across Ireland, creating opportunities for over 100,000 children and young people to access music tuition annually. Over the past decade, the organisation has scaled nationally and is currently implementing its five-year strategic plan (2022-2026). Further background information about the organisation is available at [www.musicgeneration.ie](http://www.musicgeneration.ie) (<http://www.musicgeneration.ie>)

Music Generation is now seeking to appoint a part-time Finance Officer to join the team at the National Development Office. Working as part of a small but ambitious and dynamic team, the purpose of this role is to provide a high standard of support to Finance and Governance within the Music Generation National Development Office. Key tasks will include processing all day-to-day financial transactions on the accounting system, processing approved invoices, reconciling statements and monitoring the finances of Local Music Education Partnerships across the country.

Ideal candidates will have an Accounting Technician qualification, experience of using Sage Accounts and Payroll, or similar packages. They will have a minimum of four years' experience in a similar role and be comfortable in supporting other corporate functions with a high quality, detail-conscious approach to their work.

Music Generation works on a hybrid basis and the appointed candidate will work at our office at Earlsfort Terrace, Dublin 2, a minimum of one day per week; other hours may be worked remotely.

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A detailed job description and person specification which summarises the job and the terms of employment, as well as the application process, is available from Conor Harty by email request at [mgrecurit@hartyvirtualhr.ie](mailto:mgrecurit@hartyvirtualhr.ie) (<mailto:mgrecurit@hartyvirtualhr.ie>).

The deadline for completed applications is **5:00 p.m. on Friday May 16, 2025**.

***Initiated by Music Network, Music Generation is co-funded by U2, The Ireland Funds, the Department of Education and Local Music Education Partnerships.***

***Music Generation is an equal opportunities employer***

#### **Region**

Hybrid / Dublin 2

#### **Date Entered/Updated**

24th Apr, 2025

#### **Expiry Date**

16th May, 2025

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