

**JOB DESCRIPTION: LEADER DEVELOPMENT WORKER**

**Job Title:** LEADER Development Worker

**Number of Hours:** 35 hours per week. (Some evening & weekend work likely to be a feature of this position.)

**Contract Type:** 18month – 2 year Fixed Term Contract

**Job Description:**

The Primary role of the LEADER Development Worker Is to animate the LEADER Programme 2014-2020 to include the following:

* Animate the LEADER Programme for Co. Clare under the various themes, objectives and actions from a development perspective
* Work with project promoters (communities, networks and businesses) to build capacity to bring forward applications under the LEADER programme and other funding streams
* Facilitate meetings, group work, networking events and the preparation and delivery of presentations and other information dissemination methods to enhance the knowledge base of the target groups
* Support geographic communities post community planning (roughly 30-40 are at this stage currently) to assess next step needs, training needs analysis and support the LEADER team in the preparation of in-house funding applications to meet these needs
* Support communities of interest (economic, environmental, cultural and social) in accessing potential supports under the LEADER programme
* Support the town teams of Kilrush, Scariff and Ennistymon in realising the actions of the Strategic plans in association with the LEADER team as required
* Undertake communications, P.R. and promotional activities concerning the LEADER programme in the county which may include organising information sessions, promotional activities, public speaking etc.
* Liaising with a range of agencies to put in place integrated programmes of development to maximise benefit for stakeholders.

**Person Specification:**

The person should have:

* A 3rd level qualification in Rural or Community Development, Leadership, Innovation or other relevant disciplines
* Relevant experience (minimum of 3 years) i.e. Rural Development or related sector
* Experience of supporting enterprise development
* Ability to support community and voluntary groups in needs analysis/project development
* Experience of working effectively with funding and support agencies
* Experience in local capacity building and supporting communities and enterprises
* Can demonstrate excellent inter-personal skills, team working skills, communication, organisational and promotional skills.
* A high level of IT literacy including web based platforms and social media.

Salary level for this role will be commensurate with the level of skill/experience the chosen candidate brings to this role and aligned to the approved CLDC salary scale.

  