

Applications are invited for the position of:

## LEADER Programme Coordinator

Monaghan Integrated Development CLG is the Local Development Company for Co Monaghan and we provide rural development, community development and social inclusion supports for the county. We deliver a range of community, economic and labour market programmes which support growth and opportunities for individuals, communities and enterprises through capital grants, technical assistance, guidance, mentoring, capacity building, training and developmental supports.

### The Position:

Monaghan Integrated Development is seeking applications for the position of LEADER Programme Coordinator. This is a full time, senior position within the Company. The Programme Coordinator will be a central person in the LEADER project team; will drive the delivery of the Local Development Strategy for County Monaghan and will design and direct the animation and promotion aspects of the Programme to the many potential grant applicants across County Monaghan. We are seeking an ambitious and driven professional who will embrace and make the most of the excellent opportunities that exist within the LEADER Programme to deliver dynamic and impactful projects in County Monaghan. The applicant will hold a relevant third-level degree or equivalent qualification in Business, Management, Rural Development, Project Management, or a relevant discipline. The position is a full time fixed term contract for a minimum period of two years; with the possibility of an extension pending available funding.

### Key Requirements for the Role:

- A minimum of three years management experience in the private or not-for-profit sector
- Experience of managing, monitoring and processing of grant applications
- Ability to analyse data including financial reports, demographics and business plans.
- Ability to work collaboratively with other assigned team members and management to achieve compliance and operational targets.
- Proven people management skills with resilience and ability to engage and motivate a team.
- Strong interpersonal and communication skills (oral and written) with an excellent command of English. Experience of facilitating, supporting local innovation and enterprise development.
- Excellent organisational and project management skills with experience of working in a fast-paced environment and to deadlines.
- High levels of accuracy and attention to detail, with evidence of being precise, accurate and detail oriented.
- ICT literate in CRM and Microsoft Office packages, including social media.
- Ability to work on own initiative and to organise and deliver on detailed work-plans

For a detailed Job Description for the **LEADER Coordinator** position please see [www.midl.ie](http://www.midl.ie) or contact 042 9749500. The selection criteria are based on the information provided in the advertisement and the Job Description. Assessment of applications will take account of information provided in the application and shortlisting may apply. Salary will be commensurate with qualifications and experience.

Applications for this exciting position are invited to forward CV and cover letter to the CEO, Monaghan Integrated Development CLG, Monaghan Rd, Castleblayney, Co Monaghan, A75 HR59, or by e-mail [info@midl.ie](mailto:info@midl.ie)

**Closing date for applications: 4pm, Tuesday 16<sup>th</sup> February 2021**  
*(We anticipate holding interviews early in the week of 22<sup>th</sup> February 2021)*  
 Monaghan Integrated Development CLG is an equal opportunity employer



Rialtas  
na hÉireann  
Government  
of Ireland

Tionscadal Éireann  
Project Ireland  
**2040**



The European Agricultural Fund  
for Rural Development:  
**Europe investing in rural areas**

Funded by the Department of Rural and Community Development

LEADER 2014-2020 Programme