



Assistant Water Activities Manager-Trainer

Meitheal Mara, Cork city

Meitheal Mara wishes to recruit an Assistant Water Activities Manager and Trainer. The position is part-time (19.5 hours/week). The contract will be for the period up to 31/12/2021 in the first instance.

The work involves providing management and practical support for the Water Activities Manager & Trainer in the day-to-day running of Meitheal Mara's water-based activities and services. It includes group work and boating events for young and older people of all ages and backgrounds; income generating services and events afloat and ashore; maintaining boats and equipment to a high standard; administration and record keeping. The Assistant Water Activities Manager and Trainer will work to ensure that Meitheal Mara continues to provide a welcoming and supportive space for staff, volunteers and learners to develop and progress.

Meitheal Mara operates both as an enterprise and a community learning centre. The company's ethos is to provide opportunities for people to enjoy making and using boats, particularly those who would not otherwise have chances of getting out on the water. Amongst others we work with marginalised young people and those who have come from disadvantaged communities. Thousands have had their first boating experience through Meitheal Mara and many have progressed to competing in national and international rowing, sailing and seamanship competitions, and to further training and employment in related areas. The success of our Bádóireacht youth rowing programme was recognised with an international Sports Inclusion Award from the European Commission in 2018.

The Water Activities Assistant Manager-Trainer reports to the Water Activities Manager & Trainer. The individual appointed will have experience in training and group work in a community setting with strong facilitation and management skills; boat handling skills and an appreciation for water-based recreation.

Garda vetting is a pre-requisite for the position.

Main duties:

- Promote an environment of mutual respect, personal growth, health and safety
- Facilitate and deliver on-the-water group training in activities such as rowing, sailing, dragon boat paddling, and water safety
- Assist in the running of youth training programmes; both water based and on land
- Take a lead role in enterprise activities such as the River Lee Clean-Up Service, Inter-firm Dragon Boat Challenges and the Maritime Heritage Schools Transition Year programme
- Assist the Workshop Manager in the delivery of youth boat-building programmes
- Supervision and training of staff, participants and volunteers
- Management of equipment and stores; light boat maintenance
- Preparation of quotations, funding and grant applications and project reports
- Logistical planning for Meitheal Mara events such as the Ocean to City race
- Basic project administration, record keeping and communication, including maintaining databases and inventories



The ideal candidate will have/be:

- Significant experience of water activities, preferably in a lead or group management role
- Relevant qualifications and training
- Good understanding of the procedures and planning necessary to ensure staff and participant health and safety during water-based activities
- Experience in group working and training delivery to people from diverse backgrounds, ideally in a community setting
- Strong understanding of the child protection responsibilities of the role and ability to uphold and manage a high standard of child safeguarding amongst staff and volunteers
- Physical ability to row and move safely in and around boats and to remain active for extended periods in adverse weather conditions on the water
- Well-organised with excellent facilitation, presentation and project management skills.
- Excellent interpersonal, communication and listening skills with the ability to motivate and connect participants, develop teams and build relationships.
- Self-motivated with the ability to work well both within a strong team-working environment and independently on multiple tasks at the same time
- Good IT and report writing skills, with a working knowledge of common computer applications
- Highly motivated by the community development ethos of Meitheal Mara
- An interest in gaining further training and qualifications in areas such as powerboating, water safety, dragon boat helming, rowing, sailing etc.
- Ability and flexibility to perform other job-related duties as required

Further information on Meitheal Mara is available at www.meithealmara.ie.

A detailed letter of application is required indicating the candidate's suitability for the position, highlighting relevant experience, motivation and aptitude for the role **with a CV. Both should be sent to:** Recruitment Manager, Meitheal Mara, Crosses Green House, Crosses Green, Cork or by email to recruitment@meithealmara.ie.

Closing date for applications is Thursday 14/1/2021. The proposed start date is subject to confirmation of funding. Interviews for those successfully shortlisted are provisionally scheduled for the week starting Monday 25/1/2021.

Note: This position is co-funded through the Department of Rural and Community Development's Community Services Programme, which has the aim of creating sustainable jobs for those who might otherwise find it difficult to get work.

Meitheal Mara is an equal opportunities employer and this position is open to all applicants. However applications will be welcomed from the following in particular:

- Persons in receipt of disability allowance, invalidity pension, blind person's pension or other disability benefit.
- Travellers in receipt of Jobseeker's Benefit or Jobseeker's Assistance or one parent family benefit.
- Stabilised and recovering drug misusers.
- People with convictions who are in contact with the Probation Service

Further information is available at www.pobal.ie/programmes/community-services-programme-csp/