



## Community Resources Network Ireland (CRNI) - Network Executive

CRNI is the national network of community based reuse, repair and recycling organisations. The network's vision is an Ireland where the word 'Waste' doesn't exist and where the entire community benefits from the social, environmental and economic value of all resources. CRNI promotes community based, sustainable waste management as a practical and effective way of tackling Ireland's growing waste problem. The network is currently recruiting for a national network executive to manage the network. This is an exciting opportunity to help develop and raise the profile of reuse, repair and recycling in Ireland, support network members and implement reuse activities and projects.

Reporting to the Board of Directors, the successful candidate will manage and coordinate all activities and programmes associated with the network. Duties will include but not be limited to the following:

### **1. Network membership activities**

- Manage all member recruitment and retention activities including membership services, surveys and relationships
- Coordinate network meetings and events
- Liaise with network members with respect to the development of network plans and priorities
- Liaise with network members re. collection of performance indicator data and the promotion of good practice

### **2. Policy and advocacy**

- Advocate for the circular economy
- Prepare policy submissions on behalf of the network
- Prepare reports, papers and publications
- Instigate and manage and/or contribute to relevant research projects as appropriate
- Represent the network on a national and international level

### **3. Planning**

- Develop, implement and deliver the network's strategic plans
- Manage budgets and expenditure and day to day financial management
- Ensure all reporting and compliance obligations are met
- Prepare funding applications for projects on behalf of the network
- Assist with the recruitment of any personnel needed for any network programme as appropriate
- Line management of network staff and / or contractors as appropriate

### **4. Communication**

- Oversee the network communications both internal and external, including website and social media accounts
- Act with absolute discretion and confidentiality in relation to company and board matters



**5. Other**

- Attend and contribute to meetings, working groups, conferences, symposia both in Ireland and abroad whilst representing the Network.
- Any other duties related to the development and management of the National network

**Essential Criteria:**

- Relevant environmental or related 3<sup>rd</sup> level qualification
- Minimum 5 years professional experience
- Marketing and communications experience
- Knowledge of current national and EU environmental legislation
- Understanding of community sector and social enterprise
- Excellent interpersonal and people management skills

**Desirable:**

- Experience in similar role
- Event management skills
- Advanced IT skills (social media & website content management)
- Knowledge and understanding of the reuse sector in Ireland

To apply please send CV and cover letter by email to [info@crni.ie](mailto:info@crni.ie)

The closing date for applications is **Wednesday 6<sup>th</sup> October at 5pm**

**Interviews will be held between the 12<sup>th</sup> and the 15<sup>th</sup> October.**

CRNI welcomes diversity in the workplace and promotes equal opportunities.

Salary:	Range between €43,000 - €47,000
Duration	Initial 12 Month with potential to extend subject to satisfactory performance and programme funding
Region	Dublin based with national travel required