



<b>Job Title:</b>	Network Manager
<b>Organisation:</b>	Community Resources Network Ireland
<b>Salary &amp; hours</b>	€40,000- 50,000; Full time (35 hours per week)
<b>Contract:</b>	12 months fixed term, subject to review & funding
<b>Region:</b>	Dublin based with national travel required

**Closing date for applications:** 11:59pm Sunday, April 21

**Interview date:** Week of April 29

**Expected start date:** Immediate start

*To apply for this role, please send your cover letter and CV to [eoghan@voltage.ie](mailto:eoghan@voltage.ie) no later than 11:59pm on the closing date specified above. Late applications will not be considered.*

*CRNI welcomes diversity in the workplace and promotes equal opportunities.*

### **About Community Resources Network Ireland**

CRNI is the national network of community based reuse and repair organisations.

Our vision is an Ireland where the word ‘Waste’ doesn’t exist and where our entire community benefits from the social, environmental and economic value of all reusable resources. Our aim is to promote community based, sustainable waste management as a practical and effective way of tackling Ireland’s growing waste problem.

As a result of CRNI recently being successful in securing a funding grant from the Department of the Environment, Climate and Communications, CRNI is hiring for two new full-time roles to commence this new chapter for the organisation.

The Network Manager will play a pivotal role in expanding the reach, enhancing member capacity, strengthening partnerships, and developing a robust communications strategy for the Community Resources Network Ireland. This position will lead strategic initiatives to foster collaboration, provide targeted support to network members, build partnerships with key stakeholders, and develop a comprehensive communications strategy to elevate the visibility of CRNI at local, national, and international levels.



# Network Manager

## Role Overview:

As the Network Manager, you will play a pivotal role in expanding the reach, enhancing member capacity, strengthening partnerships, and developing a robust communications strategy for the Community Resources Network Ireland. This position requires a dynamic individual with strong networking, communication, and organizational skills. You will lead strategic initiatives to foster collaboration, provide targeted support to network members, build partnerships with key stakeholders, and develop a comprehensive communications strategy to elevate the visibility of CRNI at local, national, and international levels.

## Key Duties & Responsibilities:

### 1. Network Development & Management:

- Expand CRNI membership across Ireland.
- Manage all member recruitment and retention activities including membership services, surveys and relationships
- Support the growth and development of existing members.
- Foster knowledge sharing and connections among members.
- Create networking platforms and support channels member engagement
- Conduct themed workshops and provide essential resource materials.
- Identify best practices and disseminate relevant learnings across the network, including through events and training.
- Collect member data on triple bottom line outcomes of their activities and present member impact in dynamic and meaningful ways
- Facilitate networking and learning exchange across network membership (online or in person)
- Identifying training needs within sector/membership and signposting or facilitating delivery of training.
- Liaise with network members with respect to the development of network plans and priorities
- Support the management and hosting of members events/conference

### 2. Communications:

- Develop and implement a comprehensive communications plan encompassing branding, social media, newsletters, etc.
- Work with members to develop communication strategies to positively promote member activities and the reuse and repair sector
- Disseminate information effectively to stakeholders, including members, policymakers, funders, and diverse sectors, promoting CRNI at local, national, and international levels.
- Prepare network impact publications



### **3. Programme management and delivery**

- Help identify and respond to funding opportunities for CRNI and members
- Monitor progress of programme for funding awarded
- Assist in producing reports for the funders
- Engage and manage any external organisations/consultants employed on the project
- Support the Executive Director to prepare:
  - Project reports
  - Strategy documents
  - Funding proposals & other reporting requirements for management of funding programmes
  - Board reports
- Support onboarding of new network members
- Collect data from members to include on any future Customer Relationship Management (CRM) System
- Any other duties determined necessary for the successful operation of the network

### **4. Networking, partnership building and representation:**

- Represent CRNI on relevant groups and committees with associated networks and at conferences
- Forge stronger partnerships with local entities such as government bodies and environmental groups.
- Present a positive, professional image of CRNI to statutory, voluntary and community sector organisations, funders, elected representatives etc.

### **Qualifications and Skills:**

- Bachelor's degree in Communications, Business Management, Environmental Studies, or a related field.
- Proven experience in network development, community engagement, and communications.
- Strong project management and organizational skills.
- Excellent interpersonal and relationship-building abilities.
- Knowledge of the voluntary/community sector
- Knowledge of social enterprise policies and initiatives at local, national, and EU levels.
- Familiarity with social enterprise, reuse, repair, and recycling sectors.
- High level of attention to detail
- Strong IT & organisational skills
- Good oral and written communication skills
- Ability to multitask and problem solve
- Reliable & adaptable with an enthusiastic approach to work
- Excellent communication, written, verbal and interpersonal skills.
- Ability to work on own initiative and effectively as part of a team.
- Can do attitude and willingness to learn