

National Women's Council of Ireland

Job Description

Job Title: Reproductive Health Public Engagement Officer

Responsible to: Director

The aim and purpose of the job:

The aim of the Reproductive Health Public Engagement Officer is to promote the NWCI vision on reproductive health for women in Ireland. The Officer will build on the work of NWCI to bring about change by clearly articulating a feminist analysis of reproductive health. This will involve engaging with the public, women and men and NWCI members to promote communication and discussions nationally and particularly on a regional basis. The position will also involve research and analysis of reproductive policies and will involve providing support to the Director on the implementation of the reproductive health work programme of NWCI. Critically, this role requires collaboration with NWCI staff to integrate the work effectively into organisation goals and objectives in the Strategic Plan 2016-2020

Key Areas of Responsibility:

1. Implement the reproductive health work programme of NWCI in accordance with the strategic plan.
2. Conduct and organize a series of conversations on a regional basis on reproductive health in Ireland.
3. Conduct conversations with national organisations through workshops, seminars and talks.
4. Forge new relationships with organisations to promote the work of NWCI.
5. Provide support to the Director on implementing the reproductive health work of NWCI including the internal working group.
6. Develop promotional and resource materials on and offline, in liaison with Communications Team and Policy Team.
7. Representing the organisation in a variety of fora on a local and national level.
8. Develop and implement creative approaches to working with women and men to communicate our policies on reproductive health.
9. Implement related activities on women's reproductive health.
10. Organise events, seminars, workshops, roundtables or conferences on issues relating to women and reproductive health.
11. Support the implementation of an overall income generation strategy.
12. Compile relevant reports for funders.
13. Working in collaboration with other NWCI staff to contribute to wider organisational goals.

14. In liaison with the Membership Team support the implementation of the organisational membership strategy
15. Participate in NWCI team meetings and regular performance management meetings with the Director, produce a monthly report for the Director, and report to the NWCI Board as required.
16. Undertaking such duties as may reasonably be assigned from time to time by the Director

Experience

At least 3-5 years' experience in a similar role in a Non-Governmental Organisation (NGO) or other relevant sector
Experience of facilitating diverse groups
Experience of producing materials for diverse audiences
Experience of representing organisation policy and perspectives
Knowledge of reproductive health and policy landscape in Irish context.

Competencies

Excellent communication skills and ability to build relationships / strategic alliances
Facilitation skills
Excellent IT and organisational skills
Excellent analytical skills
Ability to communicate complex issues in a clear and accessible manner, both verbal and written
Ability to represent the NWCI in policy making fora
Ability to develop creative approaches to delivering change

Attributes

A clear understanding and commitment to a feminist analysis of women's position in Ireland
Commitment to participative processes and ways of working
Creativity
Flexibility
Initiative