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| <b>Programme Title</b> | <b>Science Foundation Ireland Fellowship Programme<br/>Education &amp; Public Engagement</b> |
| <b>Duration</b>        | <b>36 months</b>   |

### Key Responsibilities

- To assist in the management and delivery of the Discover Primary Science and Maths programme for primary schools.
- To coordinate the Discover Primary Science and Maths Awards, with the SFI Education and Public Engagement Programme Manager for education projects.
- Assist in the Science Foundation Ireland funding programme calls.
- Research, coordinate and analyse statistical/factual information to support education and public engagement activities.
- Contribute to evaluation processes across education and public engagement activities.
- Updating web platforms for education and public engagement activities.
- Liaise with education and public engagement partners and stakeholders.
- Co-ordinate designated Discover funded projects.
- Reporting on and analysis of education and public engagement activities.

### Key Competencies

- Communication
- Teamwork
- Respect & Integrity
- Initiative & Creativity
- Personal Effectiveness
- Project Management

### Essential Requirements

- A graduate degree will be a minimum requirement.
- A candidate working towards a PhD or with relevant science communication/engagement experience will be an advantage;
- A self-starter with the ability to work under pressure;
- Attention to detail;
- Familiarity with technical tools (i.e. Microsoft Office);
- An interest and willingness to work in an office/administrative environment;
- A passion for Ireland to have an engaged and scientifically informed public.