

## Job Description



**Title of the position:** Trainer

**Reports to:** Director, Innovista Ireland

**Location:** Dublin

**Hours:** 15 hours/week including some evenings and weekends

**Salary:** €30,000 FTE

**Holiday Allowance:** 25 days/year plus national holidays, pro rata

### About Innovista Ireland

We are a leadership development organisation that equips leaders to change their communities with the hope of Jesus. We develop and deliver training and tools for churches, mission leaders, and teenagers in schools.

### Purpose of the role

To deliver training and coaching, in collaboration with other Innovista trainers, that equips churches, teams and leaders with the skills and character to bring hope to the communities in which they serve. We ask that the successful candidate commits to the role for at least two years.

### Responsibilities

- Lead and facilitate Tempo Leadership Courses (eight workshops over a 16-18 month period)
- Deliver or coordinate follow up coaching for Tempo and workshop participants
- Identify training needs of churches, teams and leaders in Dublin
- Deliver, and play a role in developing, at least four leadership training workshops each year
- Contribute towards monitoring and evaluation of workshops and other team activities
- Think and communicate theologically and practically
- Promote the work of Innovista to friends, family and contacts so growing the awareness and support of our mission – this includes encouraging support through regular giving and other fundraising events
- Participate fully in the life of the Innovista team, including staff prayers and team days

### Person specification

#### Experience and qualifications

You have:

- At least two years' experience of delivering high-quality experiential training
- Experience of supporting volunteers
- The ability to deal with conflict quickly and constructively
- A qualification in training, facilitation or coaching (desirable)

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- Theological training (desirable)

### Character and personal characteristics

You are:

- A committed and growing Christian, passionate about seeing people develop in every area of life and committed to Innovista Ireland's purpose and values
- Self-motivated with initiative
- Able to lead
- A strong listener and communicator, excellent at building and maintaining relationships
- Well organised
- Eager to grow and develop and welcome constructive feedback

### Training and Personal Development

Innovista are passionate about developing people. This means we will provide:

- Regular team training which will develop character, skills and gifts
- Role specific training
- Regular supervision and coaching from your supervisor to develop your performance and core competencies
- The opportunity to visit and participate in training at another Innovista centre

### Notes

This Job Description is not exhaustive and changes may be required as the organisation develops. Changes to this job description will be carried out in consultation with the holder of the post.

Safeguarding young people: Innovista Ireland is committed to safeguarding the welfare of young people and expects all employees and volunteers to share this commitment. All appointments are subject to satisfactory Garda Vetting.

Confidentiality: Any information relating to people contacted by the charity acquired in the course of duty must be treated in strictest confidence and must be discussed only within the confines of the work setting with the appropriate members of staff. Any information relating to staff acquired in the course of duty must be treated in the strictest confidence and must be discussed only with senior staff members or with the line manager.

### Further information

Should you require further information, please contact Sam Moore - [hello@innovista.ie](mailto:hello@innovista.ie) or Ulysses House, 22-24 Foley St, Dublin 1