

Job Specification: Project Co-ordinator (Social Innovation)

Genio is a European non-profit organisation based in Ireland that works to strengthen social services and spread social innovation. Our focus is on scaling proven social innovations to solve complex social problems.



Background to this role:

Genio is part of a consortium across Ireland, Portugal, Bulgaria and Cyprus funded primarily by the European Commission to build the capacity of the social innovation organisations. The consortium known as FUSE (Facilitating United approaches to Social Innovations in Europe) is one of six consortia from across the EU to receive support. This role will lead the project implementation as we work closely with our partners to deliver on the objectives set out below. Genio has lead responsibility for facilitating learning on behalf of our FUSE consortium internationally.

The following results are expected by the EU as a minimum for every participating Member State.

- A competence centre for social innovation is established in each country
- An analysis of the strengths and weaknesses regarding social innovation
- A joint blueprint by stakeholders for a strategy and action plan to support social innovation in the country
- An established system to pursue ongoing improvements and adaptations of tools and methodologies, resources, and practices for each competence centre
- A collection of social innovation initiatives initiated or scaled-up/replicated

Key responsibility: To coordinate Genio's work in FUSE and ensure that the agreed deliverables are produced to a high standard in a timely and appropriate manner. In particular the role will support the development of the following:

- Common criteria templates to support National Competence Centres for Social Innovation to identify, test and validate high-potential Social Innovations (SIs) for up-scaling and replication
- Collection of at least 10 SIs ready to scale or replicate drawn from the 4 countries in FUSE
- Scaling plans to be developed by the Consortium for 1 or 2 SI projects/initiatives
- A virtual demonstration day (where participating consortia can showcase the 1-2 SI projects)
- 1-2 Scaling Clinics to help inform the growth and strengthening of social innovation across the countries involved in the FUSE consortium
- The promotion of the potential of social innovation to contribute to tackling national priority social challenges amongst key public sector agencies

Deliverables of FUSE in Ireland

Genio and Rethink Ireland are collaborating closely on the development of a National Competency Centre for Social Innovation in Ireland. A significant part of this role will involve collaborating closely with Rethink Ireland on the following tasks:

- Initial Research Mapping
- A joint blueprint by stakeholders for a strategy and action plan to support social innovation in the country, including support under ESF+
- Identification of a small number of regional or national-level SIs ready to scale
- Capacity building workshops for social innovation promoters
- An awareness-raising and inspirational event to strengthen cross-sectoral coalition of SI players

Person Specification:

Qualifications: Applicants should possess a relevant third level qualification.

Skills, expertise and experience required:

- Project management and implementation expertise
- Strong people engagement and group facilitation skills
- Appreciation of the challenges of scaling social innovations to address complex problems in multi-stakeholder environments
- Ability to develop respectful relationships and gain an understanding of a range of stakeholder perspectives on scaling social innovations
- Experience of designing and running in-person and on-line learning events using different platforms
- Ability to retrieve insights and learning from interacting with others and from written materials
- Capacity to share and disseminate learning effectively
- Social Service Innovations

Expected competencies and qualities for all Genio team members:

- Systematic and thorough approach to organising and executing tasks
- Excellent diplomatic and influencing skills
- Ability to develop and maintain relationships with key stakeholders
- Ability to work well collegially, supporting others to achieve identified outcomes
- A positive, productive and solutions-focused attitude
- Capacity to develop new skills and adapt to changes in situation
- Ability to manage ambiguity and respond flexibly
- Aptitude for sensitivity and discretion
- Ability to multi-task in a fast-paced environment
- Adaptable and receptive to feedback
- Reliable and dependable
- Ability to quickly establish trusting working relationships
- Capacity to work on own initiative and to seek support as needed
- Resourcefulness and creativity
- Honesty and integrity
- Commitment to Genio's vision, mission, and objectives

Other requirements: Permission to work in the EU.

Timeframe: This is a position being offered from 10th January 2022 to 28th April 2023 and it is envisaged that the role will be part-time (approximately 80%) with the specific amount of time negotiable.

Salary: A competitive salary will be offered in line with similar roles and based on the successful candidate's knowledge, skills, and experience.

Location: Genio's offices are 19-21 Westland Square, Pearse Street, Dublin 2. Our offices are open with a reduced staff presence due to COVID considerations, but we are open to negotiating remote working for staff located across the EU.

Reporting relationship: Executive Director. For informal inquiries in strict confidence please contact Madeleine Clarke at madeleine.clarke@genio.ie

Application process: visit the Genio website at <https://www.genio.ie/about-us/careers>

Closing date: 17.00 on 12th November 2021

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