



Job Title	Creative & Social Inclusion Officer
Job Objective	
To develop & promote creative impact of ReCreate To support the mandate of social inclusion in ReCreate	
Reporting Relationships	
Reporting To	
Head of Business Development & Marketing	
Salary: Depending on experience	

Apply via email with CV & Cover Letter to:

Clodagh O'Reilly – coreilly@recreate.ie

Closing date 13th March 2020

This role is funded through Pobal – CSP under strand 3.

Applications are particularly welcome from those identifying as:

‘Travellers, people with disabilities, ex-prisoners and recovering drug mis-users’



Key Responsibilities/Duties

Operational Role:

Creative Impact

- In collaboration, ensure the physical space of ReCreate reflects our vision and brand
- Front of house welcome for members
- Provide creative advice to members on projects and how to maximise their membership
- Provide content for social media

Social Inclusion

- Welcome volunteers (volunteers with additional needs and TY Students) to ReCreate and ensure they feel a valued member of the team
- Manage key relationships with volunteer organisations to ensure maximising impact
- Support warehouse team with onboarding Tús team and ensuring impactful experience

Administration

- Sign up new members who visit the warehouse
- Liaise with Membership team to promote offers
- Promote weekend workshops to members
- Manage check-in of members

To undertake any other duties that may reasonably be required to fulfil the duties of the post

A flexible approach to working hours including evenings and weekend working as required

To attend meetings with partners etc

Key Accountabilities	Key Performance Measures
Creative Impact	Inspiring & creative welcome to ReCreate which reflects our vision
Creative Impact	Promotion of reuse of materials
Customer Service	Satisfaction of members from annual survey
Social Inclusion	Strong relationship with key partners