



Job Opportunity at IMMA

Open Competition for the role of

Engagement & Learning Fellowship

2-year fixed term contract of employment

About IMMA

The Irish Museum of Modern Art, based in what was the Royal Hospital Kilmainham, an extraordinary 17th century building, set upon a hilltop of 48 acres overlooking the river Liffey, is a witness to at least a millennium of change. All of which feeds into our contemporary thinking and commitment to celebrate this remarkable site. At IMMA we have begun to create a space unique with contemporary culture. This is a space where local and global connect, a space where contemporary art and contemporary life meet, challenge and inspire one another.

Role Overview

IMMA seeks to appoint an Engagement & Learning Fellow to join its busy Engagement & Learning team. The Fellow will have the opportunity to help shape this special and highly visible moment in the life of the museum. The Fellow will actively support the coordination and delivery of the museum's engagement & learning programmes and work across other museum departments as required.

Key Responsibilities

Key responsibilities to be undertaken based on priorities agreed with HOD and subject to the needs of the Department/ Programme.

- To work with the Engagement & Learning team in the coordination, production and communication of IMMA's education, public and artists' residency programmes.
- To engage with teams across the museum to assist in the planning and delivery of Engagement & Learning programmes.
- To assist in online and on-site events run by the Engagement & Learning and Digital programmers.
- To assist in creating online content and digital communications across all programmes.
- To act as a liaison between Engagement & Learning programmers and other stakeholders as required.
- To support the planning, coordination and delivery of IMMA's Engagement & Learning programmes including Talks, Events, Schools, Colleges, Public programmes such as Adult, Youth and Family, the Residency and Research projects.
- To work with the Engagement & Learning team to maximise opportunities for access to the museum's resources for participants on all programmes.

- To assist with the management of databases and coordination of communications with attendees and participants on all programmes.
 - To establish and maintain good relationships with stakeholders and suppliers.
 - To assist the Head of Engagement & Learning with other duties where necessary.
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Learning Outcomes:

By the end of the Fellowship, the successful candidate will be able to:

1. Apply professional communication and collaboration skills in cross-departmental settings and when liaising with internal and external stakeholders, partners, and audiences.
 2. Create, manage, and distribute digital content and communications using platforms such as WordPress, Mailchimp, and social media, effectively supporting IMMA's public programming goals.
 3. Develop leadership and teamwork capabilities, including contributing specialist insight, supporting peers, and demonstrating initiative in enhancing programme delivery and visitor experience.
 4. Reflect on personal and professional growth through the Fellowship, identifying key learning moments and areas for continued development in engagement, education, or curatorial practice within the arts and cultural sector.
 5. Demonstrate a commitment to inclusive, accessible, and innovative programming, aligning with IMMA's values and strategic objectives in contemporary arts engagement.
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The successful candidate will have:

Qualifications:

- A degree at undergraduate level (e.g. in Arts, Art History, Fine Art, Arts Management, or Education) is required. A Master's qualification in a relevant field would be an advantage.

Experience:

- Demonstrable experience planning and delivering events in a fast-paced environment.
 - Experience in delivering workshops/talks/ seminars.
 - Experience in or a strong interest in supporting learner centered approaches and methodologies.
 - Experience in research methods
 - Experience supporting the delivery of creative marketing campaigns.
 - Excellent computer skills with experience of website content management systems (WordPress); Power-Point; Excel and email marketing software (Mailchimp).
 - Some experience using ticketing systems would be an advantage.
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Selection Process

Shortlisted candidates will be invited to attend a **capability-based interview**. This means you will be asked to provide specific examples from your experience that demonstrate how you meet the core requirements of the role. The aim is to understand how you have applied your skills and knowledge in real-life situations relevant to the responsibilities of this role.

Capability Dimensions for Assessment:

- 1) Building Future Readiness
- 2) Delivering Excellence
- 3) Managing Information, Problems & Decisions
- 4) Leading, Supporting & Developing
- 5) Leading with Specialist Insight
- 6) Communication & Collaboration.

Why Work with IMMA?

At IMMA, we are proud to offer:

- Opportunity to get involved in IMMA's 2024-2028 Strategy, development of key themes in response to current global cultural concerns which will shape our programming over the next five years.
- Progressive, hybrid working model.
- The opportunity to work in a beautiful serene historic 17th Century Building surrounded by 48 acres of Meadows and Gardens – an oasis in Dublin City.
- Free Parking / Secure Bike Sheds.
- Career development opportunities through mentoring, coaching, and training.
- Erasmus + Staff Mobility Scheme funding by European Union.
- Government Pension Scheme
- Employee Wellbeing Committee.
- Employee Assistance Programme.
- Generous Public Sector leave benefits.
- Strong values-based and inclusive culture.
- Strong commitment to diversity, equity, and inclusion.
- Great team environment working to our Core Tenets: Contemporary, Inclusion, Innovation, Collaboration and Globally Connected.
- Valuable experience at a leading cultural institution.
- Opportunities to attend special museum events and exhibitions.
- Networking opportunities with professionals in the museum and cultural sectors.

Salary

The salary for this role is in line with public sector pay scales, starting at **€37,544**, Point 1 of the Grade **Executive Officer Std** (PPC) scale, as of 1st March 2025.

The Full Time Salary Scale: €37,544; €39,465; €40,550; €42,667; €44,564; €46,400; €48,229; €50,019; €51,848; €53,670; €55,604; €56,900; LS1 €58,748; LS2 €60,610

Candidates should note the Irish Museum of Modern Art complies with Department of Public Expenditure and Reform and guidelines on Public Sector pay and conditions of employment and pension provisions. Entry level will be at Point 1 of this Grade.

Contract Details

- **Contract Type:** Fixed Term
- **Contract Duration:** 2-year fellowship
- **Hours:** Monday to Friday, 35 hours per week, net of breaks
- **Location:** IMMA, Military Road, The Royal Hospital Kilmainham, Kilmainham, Dublin 8

How to Apply

To apply for this exciting opportunity, please submit the following:

1. A tailored cover letter explaining your suitability for the role.
2. A current curriculum vitae.

Applications should be submitted via <https://imma.bamboohr.com/careers/54>

Closing date for receipt of applications: 10 June 2025

Interview dates: June 2025

Commencement Date: July 2025

Please note:

- IMMA operates an open competition process, and applications are accepted exclusively via BambooHR.
- Applications sent by email or through other channels will not be considered. For questions related to the role or application process, you are welcome to contact us.
- IMMA's HR office is closed on Saturdays, Sundays, and Irish Bank Holidays. Any queries submitted during these times will be responded to on the next working day.
- We aim to respond to queries as promptly as possible. However, during periods of high activity, response times may be longer than usual. We appreciate your patience and understanding, and we thank you for your interest in working with IMMA.

For further assistance or reasonable accommodations during the application process, please email tetiana.shchukina@imma.ie.

Join Our Team

IMMA is an equal-opportunity employer, deeply committed to promoting equality, diversity, and inclusion. We actively encourage applications from individuals of all backgrounds and experiences. We value the richness that a diverse team brings to our work, enhancing both staff and visitor experiences.

IMMA

Deis Fostaíochta ag IMMA (Áras Nua-Ealaíne na hÉireann)

Comórtas Oscailte don ról

Comhaltas Rannpháirtíochta agus Foghlama

Conradh fostaíochta 2 mhí ar théarma seasta

Eolas faoi IMMA

Tá Áras Nua-Ealaíne na hÉireann, atá lonnaithe in Ospidéal Ríoga Chill Mhaighneann mar a bhí, ina fhoirgneamh iontach ón 17^ú haois, agus é suite ar bharr cnoic de 48 n-acra le radharc uaidh amach ar an Life, agus é ina fhinné ar mhílaois ar a laghad d'athruithe. Leis sin go léir, cuirtear lenár smaointeoireacht chomhaimseartha agus lenár dtiomantas chun an suíomh iontach seo a cheiliúradh. Ag IMMA tá tús curtha againn le spás uathúil a chruthú ina bhfuil cultúr comhaimseartha. Is spás é seo ina dtagann nithe áitiúla agus domhanda le chéile, spás ina mbuaileann ealaín chomhaimseartha agus an saol comhaimseartha le chéile, ina dtugann siad dúshlán dá chéile agus ina spreagann siad a chéile.

Achoimre ar an Ról

Tá IMMA ag iarraidh Comhalta Rannpháirtíochta agus Foghlama a earcú le teacht isteach ina fhoireann ghnóthach Rannpháirtíochta agus Foghlama. Beidh an deis ag an gComhalta cruth a chur ar an tráth speisialta, rífheiceálach i saol an Árais. Tacóidh an Comhalta go gníomhach le cláir rannpháirtíochta agus foghlama an árais agus déanfaidh siad obair ar fud ranna an árais de réir mar is gá.

Príomhfhreagrachtaí

Eochairfhreagrachtaí a bheidh le cur i bhfeidhm bunaithe ar thosaíochtaí arna gcomhaontú le Ceann na Roinne agus faoi réir riachtanais na Roinne/an Chláir.

- Obair a dhéanamh leis an bhfoireann Rannpháirtíochta agus Foghlama i gcomhordú, léiriú agus cumarsáid na gclár oideachais, poiblí agus cónaitheachta d'ealaíontóirí de chuid IMMA.
- Plé a dhéanamh le foirne ar fud an Árais le cabhrú leis an bpleanáil agus soláthar a bhaineann leis na cláir Rannpháirtíochta agus Foghlama.
- Cabhrú le hócáidí ar líne agus ar an láthair atá á reáchtáil ag Rannpháirtíocht agus Foghlaim agus na Ríomhchláraitheoirí.
- Cabhrú le hábhar ar líne a chruthú agus leis an gcumarsáid digiteach ar fud na gclár ar fad.
- Feidhmiú i d'idirghabhálaí idir cláraitheoirí Rannpháirtíochta agus Foghlama agus páirtithe leasmhara eile mar is gá.

- Tacú le pleanáil, comhordú agus soláthar chláir Rannpháirtíochta agus Foghlama de chuid IMMA lena n-áirítear Cainteanna, Ócáidí, Scoileanna, Ollscoileanna, cláir Phoiblí ar nós Aosta, Óg agus an Teaghlach, na tionscadail Chónaitheachta agus Thaighde.
- Obair a dhéanamh leis an bhfoireann Rannpháirtíochta agus Foghlama le huasmhéadú a dhéanamh ar na deiseanna rochtana d'acmhainní an Árais do rannpháirtithe leis na cláir ar fad.
- Cabhrú le bainistiú bhunachair sonraí agus comhordú cumarsáide leis na daoine a bheidh ag freastal ar agus ag glacadh páirte sna cláir ar fad.
- Caidrimh mhaithe a thosú agus a chaomhnú le páirtithe leasmhara agus le soláthróirí.
- Cabhrú le Ceannasaí Rannpháirtíocht agus Foghlaim le tascanna eile nuair is gá.

Torthaí Foghlama:

Faoi dheireadh an Chomhaltais, beidh an t-iarrthóir a cheapfar in ann:

1. **Scileanna gairmiúla cumarsáide agus comhoibrithe a chur i bhfeidhm** ar fud láithreacha na ranna agus nuair atáthar ag plé le páirtithe leasmhara inmheánacha agus seachtracha, páirtithe, agus luchtanna féachana.
2. **Ábhar agus cumarsáid digiteach a chruthú, a bhainistiú agus a dháileadh** trí úsáid a bhaint as ardáin ar nós WordPress, Mailchamp agus na meáin shóisialta, ag tacú go héifeachtach le spriocanna IMMA do na cláir phoiblí.
3. **Cumas ceannasaíochta agus oibre foirne a fhorbairt**, lena n-áirítear léargas an tsaineolaithe a chur le cúrsaí, tacú le piaraí, agus tionscnaíocht a léiriú le soláthar na gclár agus eispéireas cuartaíochta a fheabhsú.
4. **Athbhreithniú a dhéanamh ar an bhfás pearsanta agus gairmiúil tríd an gComhaltas**, trí thréimhsí móra foghlama a aithint agus áiteanna le haghaidh tuilleadh forbartha sa rannpháirtíocht, oideas nó cleachtas coimeádaíochta sna healaíona agus earnáil cultúrtha.
5. **Gealltanais a léiriú don chlárú iomchuimsitheach, inrochtana agus nuálaíoch**, a thagann le luachanna IMMA agus spriocanna straitéiseacha sa rannpháirtíocht chomhaimseartha ealaíon.

Beidh na nithe a leanas ag an iarrthóir rathúil:

Cáilíochtaí:

- Tá gá le bunchéim ag leibhéal ar bith (m.sh. sna hEalaíona, Stair na hEalaíne, Mínealaín, Bainistíocht Ealaíon, nó Oideachas). Buntáiste a bheadh i gcéim Mháistreachta a bheith agat i réimse ábhartha.

Taithí:

- Taithí shoiléir in ócáidí a phleanáil agus a chur i gcrích i dtimpeallacht a athraíonn go tapa.
- Taithí i gceardlann/cainteanna/ seimineáir a sholáthar.
- Taithí nó suim mhór a bheith i dtacú le cuir chuige agus modhanna atá bunaithe ar an bhfoghlaim.
- Taithí i modhanna taighde
- Taithí i dtacú le soláthar fheachtais chruthaitheacha margaíochta.
- Scileanna iontacha ríomhaireachta le taithí le córais bhainistíochta ábhar na suíomh (WordPress); Power-Point; Excel agus bogearraí na ríomhphost margaíochta (Mailchimp).
- Buntáiste a bheadh i roinnt taithí i gcórais ticéadaithe.

An Próiseas Roghnúcháin

Tabharfar cuireadh d'iarrthóirí ar an ngearrliosta freastal ar **agallamh bunaithe ar chumas**. Ciallaíonn sé sin go

n-iarrfar ort samplaí sainiúla a chur ar fáil ó do chuid taithí lena léireofar conas a chomhlíonann tú príomhriachtanais an ról. Is é an aidhm chun tuiscint a fháil ar *conas* a chuir tú do chuid scileanna agus eolais i bhfeidhm i gcásanna san fhíorshaol atá ábhartha do na freagrachtaí sa ról seo.

Gnéithe Cumais a Bheidh le Measúnú:

- 1) Ullmhacht Amach Anseo a Fhorbairt
- 2) Barr Feabhais a Chur i gCrích
- 3) Faisnéis, Fadhbanna agus Cinntí a Bhainistiú
- 4) Ceannasaíocht, Tacaíocht & Forbairt
- 5) Ceannasaíocht le Léargas Speisialtóra
- 6) Cumarsáid & Comhoibriú

Cad Chuige a nOibreofá Le IMAA?

Ag IMMA, táimid bródúil as na nithe seo a leanas a chur ar fáil:

- An deis a bheith páirteach i Straitéis IMMA 2024-2028, ina bhforbrófar príomhthéamaí mar fhreagairt ar cheisteanna cultúrtha domhanda reatha lena n-imreofar tionchar ar ár gcláreagrú sna cúig bliana atá amach romhainn.
- Mionsamhail oibríoch fhorásach hibrideach.
- An deis dul i mbun oibre i bhFoirgneamh suaimhneach álainn stairiúil a théann siar go dtí an 17ú haois agus a bhfuil 48 n-acra de Chluainte agus de Ghairdíní mórthimpeall air – é ina thearmann dúlra i gCathair Bhaile Átha Cliath.
- Páirceáil Saor in Aisce / Botháin Rothar atá Slán Sábháilte
- Cuirfear deiseanna forbartha gairmréime ar fáil trí mheantóireacht, trí chóitseáil, agus trí oiliúint.
- Maoiniú Erasmus + Scéim Soghluaisteachta Foirne ón Aontas Eorpach.
- Scéim Pinsin an Rialtais
- Coiste um Fholláine Fostaithe.
- Clár Cúnaimh i gcomhair Fostaithe
- Sochair saoire fiala na hEarnála Poiblí.
- Cultúr láidir bunaithe ar luachanna atá ionchuimsitheach.
- Eagraíocht atá an-tugtha d'éagsúlacht, do chothromas agus d'ionchuimsitheacht.
- Timpeallacht foirne den scoth ina mbíonn gach duine ag obair de réir na mBunphrionsabal dár gcuid: Eagraíocht atá Comhaimseartha, Ionchuimsitheach, Nuálach, Comhoibríoch agus Nasctha go Domhanda.
- An deis taithí luachmhar a fháil in institiúid chultúrtha atá ina ceannródaí domhanda.
- Deiseanna freastal ar imeachtaí agus ar thaispeántais speisialta músaeim.
- Deiseanna chun líonrú le gairmithe sna hearnálacha músaeim agus cultúrtha.

Tuarastal

Tá an tuarastal don ról seo ar aon dul le scálaí pá na hearnála poiblí, ag tosú ag **€37,544**, Pointe 1 den Ghrád, scála an **Chaihdeáin Oifigigh Feidhmiúcháin** (Ranníocaíocht Pinsin Phearsanta), amhail an 1 Márta 2025.

An Scála Tuarastail Lánaimseartha: €37,544; €39,465; €40,550; €42,667; €44,564; €46,400; €48,229; €50,019; €51,848; €53,670; €55,604; €56,900; LS1 €58,748; LS2 €60,610

Ba cheart d'iarrthóirí a thabhairt faoi deara go gcomhlíonann Áras Nua-Ealaíne na hÉireann treoirínte maidir le pá agus coinníollacha fostaíochta agus forálacha pinsin na hEarnála Poiblí de chuid na Roinne Caiteachais Phoiblí agus Athchóirithe. Beidh an leibhéal iontrála ag Pointe 1 den Ghrád sin.

Sonraí Conartha

- **Cineál Conartha:** Téarma Seasta
- **Fad an Chonartha:** Comhaltacht 2 bhliain
- **Uaireanta Oibre:** Luan go hAoine, 35 uair sa tseachtain, glan ar shosanna
- **Suíomh:** IMMA, Bóthar Míleata, Ospidéal Ríoga Chill Mhaighneann, Cill Mhaighneann, Baile Átha Cliath 8

Conas Iarratas a Dhéanamh

Chun iarratas a dhéanamh don deis spreagúil seo, cuir na nithe seo a leanas isteach:

1. Litir chumhdaigh shaincheaptha ag míniú d'oiriúnacht don ról.
2. Curriculum vitae reatha.

Ba cheart iarratais a chur isteach trí <https://imma.bamboohr.com/careers/54>

Is é an spriocdháta chun iarratais a fháil: an 10ú Meitheamh 2025

Dátaí agallaimh: Meitheamh

Dáta Tosaigh: Iúil

Tabhair faoi deara:

- Oibríonn IMMA próiseas comórtais oscailte, agus glactar le hiarratais go heisiach trí BambooHR.
- Ní chuirfear iarratais san áireamh a sheolfar le ríomhphost nó trí chainéil eile. Maidir le ceisteanna a bhaineann leis an ról nó leis an bpróiseas iarratais, cuirtear fáilte romhat teagmháil a dhéanamh linn.
- Bíonn oifig Acmhainní Daonna IMMA dúnta ar an Satharn, ar an Domhnach, agus ar Laethanta Saoire Bainc na hÉireann. Tabharfar freagra ar cheisteanna ar bith a chuirfear isteach le linn na n-amanna sin ar an gcéad lá oibre eile.
- Is é ár n-aidhm freagra a thabhairt ar cheisteanna a luaithe is féidir. Ach le linn tréimhsí ardghníomhaíochta, áfach, d'fhéadfadh agaí freagartha a bheith níos faide ná mar is gnách. Táimid buíoch as do chuid foighne agus as do thuiscint, agus gabhaimid buíochas leat as do spéis in obair a dhéanamh le IMMA.

Chun tuilleadh cúnamh nó socruithe réasúnta a fháil le linn an phróisis iarratais, seol ríomhphost chuig tetiana.shchukina@imma.ie.

Bígí lenár bhFoireann

Is fostóir comhdheiseanna é IMMA, atá tiomanta go mór do chomhionannas, éagsúlacht agus cuimsiú a chur chun cinn. Spreaímid go gníomhach iarratais ó dhaoine aonair as gach cúlra agus gach cineál taithí. Is mór againn an saibheas a thugann foireann éagsúil dár gcuid oibre, rud a chuireann le taithí na foirne agus na gcuairteoirí araon.