

Open Competition for the role of

Security Team Facilitator Permanent Full Time 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 Purpose

To provide a safe working environment for staff and visiting public to the Irish Museum of Modern Art, its' galleries, exhibitions, programmes, and events.

To ensure that the museum, its property, assets, and environs are kept secure to provide a safe environment for all visitors, clients, contractors and employees through due diligence, patrols of all environs.

To maintain a professional approach to all aspects of the position and ensure that the museum and its environs comply with the regulations as set down by Fire Legislation, Health and Safety at Work Act and relevant legislation that may govern their dealings with visitors within IMMA. Provide support cover Warehouse Supervisor at IMMA's Collection Warehouse when necessary.

Key Responsibilities

Reporting to the Security Supervisor and ultimately to the Head of Department.

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

DUTIES

To follow all Security Standard Operating Procedures in relation to:

- Providing a visible and active Security presence in the Museum
- Assisting with CCTV surveillance

- Monitor and maintain the flow of visitors to the galleries ensuring adherence to Fire Safety Policies
- Ensure visitors adhere to the policies of the museum and enforce these appropriately.
- Identifying or reporting of hazards, incidents or accidents to the Security Supervisor.
- Assist with Emergency Evacuation Plans and Fire Drills.
- Provide Security at external Museum Events as Required.

Key Performance Indicators

Skills and Experience Required

- A minimum of 5 years experience in a security role in a customer service environment
- Hold or be willing to obtain the Door Supervisor (licensed premises) licence and or the Security Guard (static) licence issued by the PSA.
- Experience of working in a multifunctional control room including operation of security management systems, multicast CCTV systems, asset protection systems, integrated fire and security management software and access control systems and protocols.
- Demonstrate an extensive working knowledge of emergency fire procedures and be capable of operating all emergency fire-fighting equipment throughout the building and complex including lift evacuation.
- Demonstrated Fluency in English language – written and verbal.
- Competent and trained in first aid and CPR.
- Warehouse experience desirable

Behaviours

- Excellent Interpersonal Skills
- Effective communication skills both written and oral
- Capable of working as part of a team and using your own initiative
- Ability to work under pressure, particularly in crisis situations.
- Understands the importance of discretion and confidentiality and be fully supportive of a positive attitude to equality, diversity and inclusion in the workplace.

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.
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Salary

The salary for this role is in line with public sector pay scales, starting at €38,560 to €49,822 of the Grade **Mediator Public Information** (PPC) scale, as of 1st August 2025.

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:** Full time, permanent.
- **Hours:** 40 hours per week (inclusive of breaks) and will be set out in the Contract of Employment.

You will be required to work a total of 20 days in each four-week period. The pattern of work will be on a 20-day reoccurring roster basis of week one – 6 days and week two – 5 days. The roster will include working bank holidays and every second weekend.

- **Annual Leave:** Annual leave will be 22 working days pro rata per year.

Leave is based on a rostered working week and is exclusive of public holidays.

- **Location:** IMMA, Military Road, The Royal Hospital Kilmainham, Kilmainham, Dublin 8
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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/63?source=aWQ9OA%3D%3D> .

Closing date for receipt of applications: 24 September 2025

Interview dates: October 2025

Commencement Date: October 2025

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.

Comórtas Oscailte don ról

Éascaitheoir na Foirne Slándála Buan Lánaimseartha Conradh Fostaíochta

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.

Cuspóir an Róil

Chun timpeallacht oibre atá sábháilte a chur ar fáil don fhoireann agus don phobal ar cuairt chuig Áras Nua-Ealaíne na hÉireann, lena n-áirítear na gailearaithe, na taispeántais, na cláir agus na himeachtaí dá chuid.

Chun a chinntiú go gcoimeádtar an t-áras, a chuid réadmhaoine, a chuid sócmhainní, agus a limistéar máguaird sábháilte d'fhonn timpeallacht shábháilte a chur ar fáil do chuairoteoirí, do chliaint, do chonraitheoirí agus d'fhostaithe uile trí dhícheall cuí agus trí phatróil ar na limistéir máguaird uile.

Chun cur chuige gairmiúil a choimeád maidir le gnéithe uile an phoist agus chun a chinntiú go gcloíonn an t-áras agus a limistéar máguaird le rialacháin arna leagan síos ag Reachtaíocht Dóiteáin, ag an Acht um Shláinte agus Sábháilteacht ag an Obair agus ag reachtaíocht ábhartha a d'fhéadfadh a dhéileáil le cuairteoirí laistigh de IMMA a rialú. Cumhdach tacaíochta a chur ar fáil do Mhaoirseoir an Ollstóir ag Ollstór Bailiúchán IMMA nuair is gá

Príomhfhreagrachtaí

Ag tuairisciú don Mhaoirseoir Slándála agus sa deireadh chuig Ceann na Roinne

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

DUALGAIS

Chun cloí le Nósanna Imeachta Oibriúcháin Caighdeánacha Slándála uile maidir le:

- Láithreach Slándála infheicthe agus ghníomhach a chur ar fáil san Áras
- Ag cuidiú le faireachas TCI
- Sreabhadh na gcuaríteoirí chuig na gailearaithe a choimeád agus monatóireacht a dhéanamh air, ag cinntiú go gcloítear le Beartais Sábháilteachta Dóiteáin
- Ag cinntiú go gcloíonn cuaríteoirí le beartais an árais agus iad sin a fhorfheidhmiú go hiomchuí.
- Guaiseacha, teagmhais nó timpistí a shainaithint nó a thuairisciú chuig an Maoirseoir Slándála.
- Ag cuidiú le Pleananna Aslonnaithe Éigeandála agus le Druileanna Dóiteáin.
- Slándáil a chur ar fáil ag Imeachtaí seachtracha an Árais de réir mar is gá.

Príomhtháscairí Feidhmíochta

Scileanna agus Taithí a Theastaíonn

- Taithí 5 bliana ar a laghad ar ról slándála i dtimpeallacht seirbhísí do chustaiméirí
- I seilbh an cheadúnais um Maoirseoir Dorais (áitreabh ceadúnaithe) nó an cheadúnais um Gharda Slándála (seasta) arna n-eisiúint ag an PSA (An tÚdarás Slándála Príobháidí) nó a bheith toilteanach iad a fháil.
- Taithí ar obair a dhéanamh i seomra rialaithe ilfheidhmeach lena n-áirítear córais bainistíochta slándála, córais TCI ilchraolta, córais cosanta sócmhainní, bogearraí bainistíochta comhtháite dóiteáin agus slándála agus córais agus prótacail rialaithe rochtana a oibriú.
- Eolas oibre fairsing a léiriú ar nósanna imeachta dóiteáin éigeandála agus an cumas aige/aici trealamh comhraicthe dóiteáin éigeandála uile a oibriú ar fud an fhoirgnimh agus an choimpléisc lena n-áirítear aslonnú ó ardaitheoirí.
- Líofacht Thaispeánta i mBéarla - i scríbhinn agus ó bhéal
- Inniúil agus oilte ar gharchabhair agus ar ACS
- Taithí ar ollstór inmhianaithe

Iompraíochtaí

- Scileanna Idirphearsanta Sármhaithe
- Scileanna cumarsáide éifeachtacha i scríbhinn agus ó bhéal araon
- An cumas obair a dhéanamh mar chuid d'fhoireann agus chun feidhmiú as do stuaim féin
- An cumas obair a dhéanamh faoi bhrú, go háirithe i gcásanna géarchéime
- Tuiscint ar thábhacht discréide agus rúndachta agus in ann tacaíocht iomlán a thabhairt maidir le dearcadh dearfach i leith comhionannais, éagsúlachta agus ionchuimsitheachta san áit oibre.

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 cheistanna cultúrtha domhanda reatha lena n-imreofar tionchar ar ár gcláreagrú sna cúig bliana atá amach romhainn.

- Mionsamhail oibríoch fhorásach hibrídeach.
- 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 Chluaint 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 i gcomhréir le scálaí pá na hearnála poiblí, ag tosú ag €38,560 go €49,822 de scála Grád **Idirghabhálaí Faisnéise Poiblí (PPC)**, amhail an 1 Lúnasa 2025.

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:** Lánaimseartha | Buan.
- **Uaireanta Oibre:** 40 uair an chloig sa tseachtain (lena n-áirítear sosanna) agus leagfar amach iad sa Chonradh Fostaíochta.

Beidh sé riachtanach go n-oibreoidh tú 20 lá san iomlán i ngach tréimhse de cheithre seachtaine. Beidh patrún na hoibre ar bhonn uainchlár athfhillteach 20 lá de sheachtain a haon - 6 lá agus de sheachtain a dó - 5 lá. Áireofar leis an uainchlár laethanta saoire bainc ar a n-oibreofar agus gach dara deireadh seachtaine.

- **Saoire Bhliantúil:** Beidh 22 lá oibre pro rata sa tsaoire bhliantúil in aghaidh na bliana.

Tá an saoire bunaithe ar sheachtain oibre atá sceidealaithe agus ní áirítear laethanta saoire poiblí inti.

- **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/63?source=aWQ9OA%3D%3D>

Is é an spriocdháta chun iarratais a fháil: 24 Meán Fómhair 2025

Dátaí agallaimh: Deireadh Fómhair 2025

Dáta Tosaigh: Deireadh Fómhair 2025

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. Spreagaimid go gníomhach iarratais ó dhaoine aonair as gach cúlra agus gach cineál taithí. Is mór againn an saibhreas a thugann foireann éagsúil dár gcuid oibre, rud a chuireann le taithí na foirne agus na gcuaiteoirí araon.