**Vacancy Description**

Loughs Agency is offering a paid placement that will enable participants to expand their skills and enhance their future employability through practical experience.

If you are committed to making a difference to our local environment and have a strong interest and understanding of the issues facing our fragile natural resources, this is an excellent opportunity for you.

Working within a relatively small and innovative organisation, with highly skilled and experienced staff, you will be involved in the design and delivery of key sustainable development actions in the cross border Foyle and Carlingford regions.

You will play an integral in delivering positive programmes of work including our Environmental Ambassadors Programme and Foyle Maritime Festival.

The successful candidate will be working towards appropriate 3rd level qualification and have excellent communication skills.

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**Role Title:** Development Assistant

**Organisation:** Loughs Agency of Foyle, Carlingford and Irish Lights Commission

**Directorate:** Development

**Location:** Loughs Agency Headquarters, Prehen

**Salary:** £6,000 Bursary (an additional £1,000 may be provided by Queens University for Queens Students only)

**Responsible To:** Development Officer

**Contract:** 10 months

**Hours:** 40 hour week – including 1 hour lunch breaks (flexible working arrangements will be considered)

**Summary of the role**

The post holder will assist the Development Team in the design and delivery of key sustainable development actions in the Foyle and Carlingford area.

This role will help to identify issues and undertake positive actions that will make a lasting, sustainable difference to the Foyle and Carlingford areas, within a context of:
• Promotion and development of Lough Foyle and Carlingford Lough for commercial and recreational purposes;
• Management, conservation, protection, improvement and development of the inland fisheries of the Foyle and Carlingford areas;
• Development of Aquaculture; and
• Development of Marine Tourism.

Duties and responsibilities
• Working inside and outside, assist in research and development, delivery and evaluation of positive sustainable action projects and programmes that make a difference. This will include working ‘on site’ along watercourses at various locations.
• Conduct research to inform development actions on positive and negative factors that affect the natural environment of the Foyle and Carlingford areas, such as the effects of climate change
• Report regularly within the Development Team in writing and verbally at meetings
• Assist with the organisation, promotion and delivery of Loughs Agency event and activity programmes, including competitions, festivals, workshops and conferences throughout the Foyle and Carlingford areas
• Interact with a variety of stakeholders in community, voluntary, public and private sectors
• Assist in budget monitoring and financial control
• Conduct all duties in adherence to Loughs Agency policies and procedures
• To undertake any other duties and responsibilities, which are appropriate to the status of the post.

Essential Criteria
• Must be working towards a relevant 3rd level qualification in a relevant discipline (in areas such as: geography; environmental science; business management; tourism management; leisure and events management; or marketing)
• Must have completed the second year of the degree with the intention to return to the final year following the bursary placement.
• Must be available for a minimum of 10 months on a full-time basis commencing June 2019

Desirable
• A full current driving licence (with not more than 6 penalty points) held for a minimum of two years.