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| <b>Title of Post</b>   | <b>Early Years Content Development Specialist – Project Worker 22.5 hours per week</b> |
| <b>Location</b>        | Barnardos National Office, Christchurch Square, Dublin 8 / Hybrid                      |
| <b>Employment Type</b> | Fixed Term Contract for 1 Year                                                         |
| <b>Salary</b>          | €22,296 - €34,463 (this is the pro-rata salary for 22.5 hours)                         |
| <b>Contact Person</b>  | <a href="mailto:Denisa.rusu@barnardos.ie">Denisa.rusu@barnardos.ie</a>                 |
| <b>Closing Date</b>    | Tuesday 06 <sup>th</sup> January 2026 at 12pm noon                                     |
| <b>Interview Date</b>  | TBC                                                                                    |

### Job Description

- Post:** Early Years Content Development Specialist - Project Worker
- Location:** This is a national post, which can accommodate hybrid working but will require the post-holder to work in the National Office, Dublin City, D08DT63, on a regular basis.
- Responsible to:** Project Co-ordinator
- Works with:** Barnardos internal stakeholders including management, staff, Publications, Training, Library, departments, Regional Early Years mentors and teams, other agencies, external organisations and service users as relevant.

### Role Purpose

We are seeking a skilled and creative Early Years Content Development Specialist to join the Barnardos Early Years Learning and Development Team for the creation and development of high-quality content for publications, eLearning modules, and training workshops. Thus supporting quality provision in early learning and care, school-age childcare and childminding settings.

### Key Responsibilities

- Research and develop content for publications, digital learning platforms, and training materials.
- Collaborate closely with the Publications Coordinator, Project Leader, and the Training Coordinator to ensure content is aligned with learning objectives and best practice.
- Ensure all materials reflect quality early years frameworks such as Aistear and Siolta and are inclusive and engaging.
- Contribute to the development of training workshops for early years educators, school-age educators, and childminders
- Assisting and working in collaboration with the early years learning and development team on projects as required

### **Experience Required**

A minimum of 2 years' experience, comprising:

- 1 year post-qualification experience, and
- 1 year prior qualification experience working with vulnerable children and families
- Proven experience in writing professional content for information, educational and training purposes, appropriate for different audiences
- Strong understanding of Aistear, the Early Childhood Curriculum Framework, and Siolta, the National Quality Framework for Early Childhood Education, as well as child development theories and practices
- Strong understanding of current regulation and guidelines relating to early learning and care, school-age childcare and childminding
- Excellent written communication skills and attention to detail.
- Ability to work independently and manage multiple deadlines

### **Desirable**

- Experience in digital content creation or eLearning development is highly desirable.
- Familiarity with tools such as Canva, PowerPoint
- Experience of training delivery

### **Personal Attributes**

- Excellent communication skills, (written and verbal) with the ability to communicate to a broad and diverse audience
- Ability to communicate complex structures and systems in simple and accessible manner
  - to synthesise data and produce accessible documents
- IT/technical software systems skills for communications and presentations
- Ability to act on own initiative and consult where appropriate
- Being innovative and adaptable with change
- Prioritisation skills for competing demands, working under pressure and decision-making, in consultation with the line manager when appropriate.
- Flexibility and adaptability in terms of tasks and time is essential for this post.

### **Qualifications**

A recognised third level qualification<sup>1</sup> (minimum Level 7 on the QQI) in one of the following:

- Early Childhood Care and Education / Social Care / Education/ Social Work/ Youth Work
- Or related discipline (Psychology, Counselling or Nursing, etc.).

### **Full driving licence and access to the use of a suitably insured car essential.**

The post-holder is initially assigned to work at Early Years Development service, Dublin city, and hybrid but may be required in the future to work in other locations in the Dublin area in line with organisational needs.

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<sup>1</sup> Course content should include relevant student placements



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We celebrate diversity and are committed to creating an inclusive environment for all.

TO APPLY NOW, PLEASE COMPLETE THE APPLICATION FORM BELOW