



DCU Age-Friendly University Project Coordinator

Dublin City University (www.dcu.ie) is a research intensive dynamic institution and is committed to preparing students for success in life and in the workplace by providing a rounded education appropriate to the demands of the 21st century. As Ireland's University of Enterprise, it is characterised by a focus on innovation and entrepreneurship, close engagement with the enterprise sector in its research and education activities and the ability to move quickly and effect change. DCU is home to world class research centres that focus on translating their outputs into societal and economic benefits and is committed to continuing its vigorous contribution to the development of Ireland as a globalised knowledge society.

In November 2012, DCU became the first university in the world to embrace the *Age-Friendly University* (AFU) concept. This global initiative, which was launched officially by An Taoiseach, Enda Kenny TD, was subsequently adopted by a number of other universities worldwide.

DCU's *Age-Friendly University* Initiative reflects its commitment to address the opportunities and challenges of ageing by exploiting its expertise and facilities in research, education, health and wellness, and arts and culture. A broad range of programmes that engage older adults has already been established.

DCU is seeking to appoint a dynamic and experienced Project Co-ordinator who will work closely with members of the AFU Working Group to implement a strategic vision for the AFU and facilitate the delivery of DCU's age-friendly projects and initiatives.

Reporting to the Vice President for External Affairs, the main duties will include, but will not be limited to the following:

- 1 Coordinate a suite of initiatives that reflect the Ten Principles of the *Age-Friendly University* (see attached appendix)
- 2 In consultation with the AFU Working Group (AFU WG), implement a strategic vision for the AFU, in line with the University Strategic Plan.
- 3 Manage and maintain project plans and initiatives, relating to the University's age-friendly agenda.
- 4 Foster and develop links with external stakeholders to ensure that the University's age-friendly agenda is relevant and appropriate and to harness wider awareness and support for the AFU concept.
- 5 Manage age-friendly communications and liaison across and between the relevant stakeholders, the University's age-friendly partners and the University.
- 6 Support the work of the AFU WG, in exploring age-friendly opportunities to be harnessed in conjunction with DCU's Incorporation partners, St Patrick's College, Drumcondra, Mater Dei College of Education and Church of Ireland College of Education.

- 7 Identify national and international opportunities for research collaboration on age-related matters and assist with the development and coordination of proposal submissions.
- 8 Maintain and communicate awareness of age-friendly initiatives to faculty and staff, including retired members of the DCU community.
- 9 Develop and maintain web content for the *Age-Friendly University*.
- 10 Foster and develop age-friendly outreach to local community.
- 11 Assist the University's fund-raising efforts in leveraging support for the AFU.
- 12 Responsible for management of the AFU operating budget.

Qualifications and Experience

Candidates shall have a primary degree or equivalent and will have a minimum of 5 years relevant experience.

Relevant Skills and competencies

The successful candidate must have an ability to work independently, professionally and to exercise good judgment.

S/he will be results-driven with exceptional interpersonal, oral and written communications skills with an ability to work with a variety of different stakeholders.

Strong administrative and organisation skills, with a demonstrated ability to be flexible in a dynamic working environment are essential.

Fundraising/ grant writing experience would be an advantage.

The appointment will be made on a fixed term contract basis. An attractive salary commensurate with the successful applicant's experience will be offered to the holder of this post.

Salary Scale

€49,967 - €68,393

€44,971 – €65,000 *

* Applies to new entrants to the public sector after 1 January 2011

Closing date of applications is Friday 21st February 2014

Informal enquiries should be addressed by email to Mary Colgan, mary.colgan@dcu.ie

Application procedure

Application forms are available from the DCU Current Vacancies (open Competitions) website at <http://www.dcu.ie/vacancies/current.shtml> and also from the Human Resources Department, Dublin City University, Dublin 9. Tel:+353 (0)1 7005149.

Applications should be submitted by email to hr.applications@dcu.ie, or by Fax: +353 (0)1 7005500, or by post to the Human Resources Department, Dublin City University, Dublin 9.

Dublin City University is an equal opportunities employer



10 Principles for an Age-Friendly University:

1. To encourage the participation of older adults in all the **core activities** of the university, including educational and research programmes.
2. To promote personal and career development in the second half of life and to support those who wish to pursue "**second careers**".
3. To recognise the **range of educational needs** of older adults (from those who were early school-leavers through to those who wish to pursue Master's or PhD qualifications).
4. To promote **intergenerational learning** to facilitate the reciprocal sharing of expertise between learners of all ages.
5. To widen access to **Online educational opportunities** for older adults to ensure a diversity of routes to participation.
6. To ensure that the university's **research agenda** is informed by the needs of an ageing society and to promote public discourse on how higher education can better respond to the varied interests and needs of older adults.
7. To increase the understanding of students of the **longevity dividend** and the increasing complexity and richness that ageing brings to our society.
8. To enhance access for older adults to the university's range of **health and wellness** programmes and its **arts and cultural activities**.
9. To engage actively with the university's own **retired community**.
10. To ensure regular **dialogue** with organisations representing the interests of the ageing population.