

Job Opportunity: Education and Training Officer

The Executive Council Of the Inn of Court Northern Ireland is recruiting its first ever Education and Training Officer who will be responsible for overseeing the design and implementation of all legal education and continuing professional development to Members of the Bar of Northern Ireland. Reporting to the Chief Executive, the Education and Training Officer's main responsibility will be to ensure that all pupils and practising Members of the Bar are actively supported throughout their entire careers by means of providing access to a rigorous and relevant programme of ongoing professional development and career guidance.

Essential Qualifications:

- Relevant Training Delivery or Coaching and Mentoring Qualification
- LL.B (or equivalent undergraduate degree in law)

Essential Experience:

- in a professional learning & development role
- in the definition and implementation of a core competency framework
- of drafting and implementing Policy
- of managing and reporting on budgets and tendering processes
- in motivating and supervising small working teams
- in developing long term links with education and networking groups

Additional **Essential Knowledge**, **Essential Skills** and **Desirable Criteria** have been identified which are all available on request of the full Application Pack. Attractive salary and benefits package also available on request.

The Application Pack can be obtained by email from Clare Kelly at clare.kelly@barcouncil-ni.org.uk

The position is full time and permanent subject to a 6 month probationary period.

The deadline for receipt of completed application forms is Friday 10 October 2014 at 12.00 pm.

The Executive Council is an Equal Opportunities employer and welcomes applications regardless of race, religious belief, political opinion, sex, sexual orientation, marital or civil partner status, having or not having dependants, disability or age.