



Programme Title & Team	Science Foundation Ireland Fellowship Programme Corporate Communications
Duration	36 months

SFI Corporate Communications

As part of the Strategy and Transformation Directorate, the Corporate Communications Division has responsibility for the design, development and delivery of SFI's marketing and communications strategy. The division plays a key role in driving engagement with SFI's stakeholders nationally and internationally, raising the profile of Ireland as a location for excellent and impactful research, and telling the story of the compelling research and achievements of the researchers supported by SFI.

Key Responsibilities

- Write, often to tight deadlines, high-quality press releases, articles, quotes, and other materials to achieve positive coverage in local, national and international media.
- Understand and translate science and engineering research into accurate, engaging and clearly written texts for multiple audiences.
- Support SFI's engagement with key stakeholder groups, including staff, government, research community, etc.
- Support the delivery of key events such as Science Week, SFI Science Summit, SFI Awards, etc.
- Production and distribution of marketing materials including drafting content, source designers from tender and procurement procedures, research content,

liaise with research community and internal teams, etc.

- Organisation of corporate events photo-ops, award announcements, etc. (venue, catering, invitations, logistics, publicity, photography, video content, etc.).
- Metrics and evaluation of impact of Science Foundation Ireland communications actions.
- Input into tactical planning for communications team, mission and vision development, operational planning.
- Participate and represent Communications on internal working groups.
- Carrying out additional communications projects and activities as they arise.

Key Competencies

- Communications
- Teamwork
- Respect & Integrity
- Initiative & Creativity
- Personal Effectiveness
- Project Management

Essential Requirements

- A graduate degree will be a minimum requirement. A candidate with relevant science communication experience will be an advantage
- A self-starter with the ability to work under pressure
- Attention to detail
- Familiarity with social media tools (i.e. Facebook, LinkedIn, Twitter, etc.)
- An interest and willingness to work in an office/administrative environment