



## Stop Climate Chaos is hiring a Coordinator

### Introduction

Stop Climate Chaos, the civil society coalition campaigning for Ireland to do its fair share to tackle the causes and consequences of climate breakdown, is recruiting a coordinator. With a new Government taking office, Ireland is not on target to meet its commitments to reduce emissions or increase finance, and in an increasing volatile international community preparing for COP30 in Brazil at the end of the year, we are looking for someone to coordinate the policy, advocacy, communications and mobilisation work of our growing coalition.

**Job Title:** Coordinator of the Stop Climate Chaos coalition

**Location:** Dublin

**Hours:** 28 hours per week

**Salary:** FTE €48,334 to €51,319 based on experience (pro-rata for a 4-day week)

**Timeline:**

- To apply, send a cover letter and CV to [chair@stopclimatechaos.ie](mailto:chair@stopclimatechaos.ie) by 23.59 on Wednesday 30th April.
- Interviews are planned for the week beginning 12th May..
- The successful candidate will start as soon as possible after that.

### Job Description

[Stop Climate Chaos](#) (SCC) is a coalition of 30+ civil society organizations campaigning to ensure Ireland does its fair share to tackle the causes and consequences of climate change. Launched in 2007, it is the largest network of organisations campaigning for action on climate change in Ireland. Its membership includes development, environmental, youth, community and voluntary organisations who have joined together to take action on the issue of climate change.

#### About the role

2025-2030 is a crucial period in Irish climate action. Ireland legislated for 5-yearly carbon budgets and sectoral emissions ceilings that set a limit on the amount of greenhouse gas emissions that can be released over defined periods. Ireland is not currently on track to meet either the binding limits on emissions to 2030 adopted by the Dáil, nor those Ireland agreed with our EU partners. While countries in the Global South bear the brunt of the climate crisis, Ireland's commitment to a fair and fast phase out of fossil fuels and our contribution to international climate finance are insufficient.

In the context of these challenges and the escalating climate crisis, Stop Climate Chaos wants to:

- Engage the public: Grow Ireland's climate movement and provide pathways for anybody who is worried about climate change to get involved in influencing climate policy.
- Influence policy: Demand ambitious climate action by decision-makers, underpinned by justice principles and linked to issues of injustice meaningful to the electorate.
- Ensure that Stop Climate Chaos remains a strong network whereby members coordinate strategically on joint advocacy and actions through their constituencies.

In this role you will **coordinate campaigning, policy, and advocacy work across the Stop Climate Chaos members. You will mobilise members of the Coalition and their constituencies on climate justice and** support a growing and diverse national network of climate action groups and activists, working on environmental and social justice issues.

Central to your work **will be undertaking secretariat duties for SCC.** This role will be hosted by Friends of the Earth Ireland and overseen by Stop Climate Chaos Steering Committee members.

This initial contract is for 1 year, with the intention to extend it depending on future levels of funding secured.

## Key Duties & Responsibilities

### Key responsibilities:

#### Coordination and secretariat:

- Planning, preparing and organising the meetings of SCC Steering Committee and the SCC Working Groups in consultation and coordination with the Chair, convenors and members as appropriate.
- Providing ongoing coordination, accompaniment and follow-up as required, e.g minute taking, coordinating task follow up.
- General support the functioning of working groups of SCC.
- Building and strengthening the coalition – including increased engagement and new members.
- Maintain oversight of the SCC budget and provide financial updates to the coalition.
- Providing periodic activity reports to the members, promoting and administering financial contributions from members.
- Researching and exploring options for funding the work of the coalition and developing funding proposals as needed, in consultation with the Steering Committee
- Any other duties as may be assigned by the SCC Steering Committee.

#### Campaigning and Public Engagement:

- Supporting the Coalition in coordinating public engagement activities to pressure decision-makers by mobilising members of the public to take action, e.g. public campaign stunts, lobby days and other campaign actions.
- Supporting our public media engagement, including organisation of stakeholder meetings and public events; preparation of media messages; acting as a spokesperson for Stop Climate Chaos at webinars, conferences and in the media, as required.
- Increasing public engagement with SCC campaigning through linking with local networks, building opportunities for public participation in SCC campaign events and activities.
- Supporting the Coalition in development of engaging and accessible campaign materials.
- Building the public profile of the SCC.

**Policy & Advocacy:**

- Coordinating and developing joint SCC policy positions, and advocacy and influencing activities with political targets, including drafting letters to targets, developing briefings, joint letters, statements and submissions.
- Providing analysis and advice to the coalition on political engagement, and coordination of SCC engagement with key political targets.
- Representation of the coalition and its positions at relevant fora, political engagements, conferences, media engagements, etc.

**Strategy:**

- Coordinating SCC strategic direction – include drafting strategy documents and facilitating strategy days.
- Working with SCC members to coordinate implementation of the SCC strategic plan.

**Person Specification**

<b>Essential</b>	<ul style="list-style-type: none"> <li>• Experience in coordinating or collaborating as part of civil society coalitions</li> <li>• Experience in collaborative planning and coordination of campaigns that involve some or all of the following tools: advocacy, online mobilization, public and supporter communications, and supporting grassroots activism</li> <li>• Experience in researching and developing policy positions or proposals</li> <li>• Experience in developing or implementing advocacy strategies to achieve policy change</li> <li>• Demonstrated interest in social, global or environmental justice</li> </ul>
<b>Desirable</b>	<ul style="list-style-type: none"> <li>• Knowledge of climate policy in Ireland and/or Europe</li> <li>• Experience of the Irish legislative and policy-making system</li> <li>• Experience of public communications (e.g. media appearances, articles, speeches, social media)</li> </ul>

	<ul style="list-style-type: none"> <li>● Experience in dealing with actors from different backgrounds: such as decision-makers, politicians, NGOs, grassroots groups, civil society organisations, activists, researchers, media, etc.</li> <li>● A clear understanding of and commitment to intersectional campaigns for climate justice</li> </ul>
<p><b>Personal attributes and competencies:</b></p>	<ul style="list-style-type: none"> <li>● Commitment to the mission, vision and values of Stop Climate Chaos</li> <li>● Ability to work with a diversity of people, communities, and cultures</li> <li>● Ability to work on multiple projects and tasks at one time</li> <li>● Ability to use initiative, think creatively and work independently</li> <li>● Excellent time management and prioritisation skills</li> <li>● High level of written and oral communications skills</li> <li>● Familiarity with online productivity and collaboration platforms (e.g. MS Office, Dropbox, Slack, Click Up, Salesforce).</li> <li>● Ability to respond quickly to external events and demands, from media and political system, while maintaining organisational priorities and goals.</li> </ul>