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**KILKENNY COUNTY COUNCIL**

**TIPPERARY COUNTY COUNCIL**

**Information document about**

**The Local Authority Waters Programme (LAWPRO)**

**and the posts of Community Water Officer**

**INTRODUCTION**

The EU Water Framework Directive [WFD] 2000 seeks to protect and improve our natural waters, including rivers, lakes, groundwater, coastal water and transitional waters. The Water Framework Directive objectives are implemented through River Basin Management Plans [RBMPs] and Programmes of Measures [POMs].

In July 2014, the Department of Environment, Community & Local Government issued the European Union [Water Policy] Regulations 2014, which gave effect to a new, three tier, governance framework and placed new obligations on local authorities to co-ordinate the catchment management and public participation elements of the Water Framework Directive.

To enable local authorities to meet their objectives, they have established the Local Authority Waters Programme [LAWPRO] to facilitate a coordinated regional approach. Kilkenny County Council and Tipperary County Council, acting jointly, have been appointed as lead local authorities to act on behalf of all local authorities in managing this Programme. The Programme has two elements; the Communities Office and the Catchment Assessment Team.

**CONTEXT**

This shared service arrangement takes account of the need to deliver maximum benefit with limited resource availability. LAWPRO ensures that its resources are utilised locally to implement the River Basin Management Plan for Ireland 2018 – 2021 (RBMP).

The strategic role of the Programme is:

* To promote knowledge sharing and coordination in implementing RBMPs and POMs by local authorities, other public authorities, sectoral interests and community groups.
* To co-ordinate/undertake statutorily required public consultation in the development of RBMPs and POMs and a public awareness campaign in water resources management.
* To seek consistency of RBMP implementation across agencies.
* To assist the Minister and the EPA and work collaboratively with local authorities in the development of RBMPs and POMs.
* To mobilise and support engagement of voluntary and community groups in protecting our natural waters.
* To foster linkages with industry and agricultural sectors.
* To develop linkages with local sectoral representative organisations such as Rivers Trusts, Tidy Towns Groups, Chambers of Commerce, county level IFA, angling and recreational users’ groups, etc.

**RECRUITMENT DETAILS**

As part of the team structure of The Local Authority Waters Programme [LAWPRO], it is intended to recruit **three [3] Community Water Officers** to develop community participation.

The Community Water Officers will be based within the Local Authorities and at the locations as follows:

**Local Authority Location**

Dublin 8 Cook Street (2 posts)

Kerry Tralee (1 post)

A Fixed Term Contract of Employment will be issued by the relevant Lead Local Authority to conclude on the 31st January 2020. A review of the Communities Office element of the Programme is currently underway and it is expected that all CWO staff contracts will shortly be extended to 31st December 2021. A further review of the whole Programme will take place at the end of December 2020 which may extend the life of the Programme to the end of River Basin Management Planning Cycle 3 in December 2027.

Should current permanent/full-time Local Authority staff be successful and accept a post in this competition appropriate secondment arrangements will be put in place.

**THE ROLE**

Reporting to a LAWPRO Regional Co-Ordinator, each Community Water Officer will be responsible for delivering an annual work programme across an assigned geographical area (13 CWOs cover 26 counties).

The role will require the post holder to actively engage with the public in water matters, seeking participation, education, local inclusion, two-way communications, understanding and trust. The post holder will also assist communities and groups develop local area water management plans in partnership with stakeholders to meet River Basin Management Plan [RBMP] objectives. This person will be the main conduit in delivering the outreach on public education and participation. The successful post-holder will require strong communication skills with an environmental and/or community development background. Significant parts of the work schedule will be outside normal office hours.

Tasks associated with this role:

(a) Mobilise public participation and action in protecting our natural waters.

(b) Develop local capacity to participate in management of our natural waters.

(c) Assist communities in planning of RBMP local implementation actions.

(d) Facilitate and assist communities in development of local programmes of measures.

(e) Participate in water quality related activities and be an advocate for “Water”.

(f) Develop linkages with various sectors of society such as agriculture, industry, chambers of commerce, environmental NGO’s, etc.

(g) Assist in developing and implementation of a programme of proactive public liaison

(h) Develop communication and networks with NGOs.

(i) Organise River Walks for and in conjunction with interested groups.

(j) Provide resources for schools & teachers.

(k) Assist NGO’s with identifying funding resources.

(l) Assist NGO’s with preparation of local water action plans.

(m) Prepare and distribute newsletters.

(n) Engage proactively with news media.

(o) Assist in setup of River Trusts and water related NGOs and liaise with same.

(p) Be an Ambassador for water quality at public events.

(q) Develop and facilitate participatory events e.g. citizen science initiatives.

(r) Liaise and collaborate with Local Authority Environmental Awareness Officers, Heritage Officers and local community enterprise officers.

(s) Engage proactively with local authority Public Participation Networks/Community Engagement Networks.

The Community Water Officers will be employed by either Kilkenny County Council or Tipperary County Council.

**ESSENTIAL REQUIREMENTS**

**CHARACTER**

Each candidate must be of good character.

**HEALTH**

Each candidate shall be in a state of health such as would indicate a reasonable prospect of ability to render regular and efficient service.

**EDUCATION, EXPERIENCE ETC.**

(a) Possess a FETAC/QQI Level 7 or equivalent qualification in Environmental Science or Environmental Engineering with a minimum of two years’ post qualification experience relevant to the requirements of the role.

or

Possess a FETAC/QQI Level 7 or equivalent qualification in Sustainable Rural Development or Community Development with a minimum of two years two years’ post qualification experience relevant to the requirements of the role.

or

an equivalent educational qualification with a minimum of two years’ post qualification experience relevant to the requirements of the role.

or

(b) Possess a minimum of 3 years’ experience relevant to the requirements of the role.

**TRANSPORT & DRIVING LICENCE**

The ideal candidate must have their own transport and a clean full driving licence is essential.

**DESIRABLE**

A good knowledge of local government functions, policy, services and activities or the ability to quickly acquire such knowledge.

**The ideal candidate shall:**

* Have strong communication skills with a proven track record in developing community groups and delivering community projects.
* Have a good appreciation of environmental matters including pollutants and water quality mechanisms by which surface waters and ground waters suffer from pollution.
* Be able to work within and lead community groups, and motivate, empower and encourage such groups to achieve maximum commitment and potential.
* Be able to work on their own and as part of a multi-disciplinary team.
* Have a knowledge and awareness of health & safety legislation and regulations, their implications for the organisation and the employee, and their application in the workplace.
* Possess good I.T. skills.

**SALARY (HR to amend if required – grade 5 post)**

The Grade V salary scale for the post is €42,041 to €50,490 LSI 2

**HOURS OF WORK**

The hours of work are 37 hours per week including **a significant part of the work schedule that is workable outside of normal office hours**. The salary being paid for the post is in respect of all 37 hours worked.

**PROBATION**

Where persons who are not already permanent employees of a Local Authority are appointed, the following provisions shall apply:

(a) there shall be a period after such appointments take effect during which such persons shall hold the position on probation;

1. such period shall be one year, but the Chief Executive may at his or her discretion extend such period;
2. such persons shall cease to hold the position at the end of such period of probation unless during such period the Chief Executive has certified that the service of such persons is satisfactory.

**SUPERANNUATION**

(i) Persons who become pensionable employees of a local authority who are liable to pay Class A rate of PRSI contribution will be required in respect of their superannuation to contribute to the local authority at the rate of 1.5% of their pensionable remuneration plus 3.5% of net pensionable remuneration (i.e. pensionable remuneration less twice the annual rate of social insurance old age contributory pension payable at the maximum rate to a person with no adult dependant or qualified children).

(ii) Persons who become pensionable employees of a local authority who are liable to pay the Class D rate of PRSI contribution will be required in respect of their superannuation to contribute to the local authority at the rate of 5% of their pensionable remuneration.

(iii) All persons who become pensionable employees of a local authority will be required in respect of the Local Government (Spouse’s and Children’s Contributory Pension) Scheme to contribute to the local authority at the rate of 1.5% of their pensionable remuneration in accordance with the terms of the Scheme.

(iv) New members joining the Public Sector after the 1st January 2013 will be required to join the Single Public Service Pension Scheme. A rate of PRSI contribution will be required in respect of their superannuation to contribute to the local authority at the rate of 3% of their pensionable remuneration plus 3.5% of net pensionable remuneration (i.e. pensionable remuneration less twice the annual rate of social insurance old age contributory pension payable at the maximum rate to a person with no adult dependant or qualified children). This includes a contribution to a Spouse’s and Children’s Scheme.

**RETIREMENT**

There is no mandatory retirement age for new entrants to the public service as defined in the Public Service Superannuation (Miscellaneous Provisions) Act 2004 (recruited between 1 April 2004 and 31 December 2012)

Anyone who is not a new entrant to the public service, as defined in the Public Service Superannuation (Miscellaneous Provisions) Act 2004, is subject to a compulsory retirement age of 70 years.

The maximum retirement age for new entrants as defined by the Public Service Pensions (Single Scheme and other Provisions) Act 2012 is 70 years.

**SELECTION PROCESS**

**All applications must be made on the official Application Form.** This form is available on Kilkenny County Council's website [www.kilkennycoco.ie](http://www.kilkennycoco.ie) and on Tipperary County Council’s website [www.tipperarycoco.ie](http://www.tipperarycoco.ie). Alternatively, it may be obtained by emailing [hr@kilkennycoco.ie](mailto:hr@kilkennycoco.ie) or by contacting the Human Resources Department, Kilkenny County Council 056 7794155.

**Completed Application Forms together with supporting documentation will be accepted in hard copy format only. Four copies are required to be submitted. Applications submitted by e-mail or fax will not be accepted.**

**CLOSING DATE**

**Completed Application Forms must be submitted by 5.00pm on Friday, 12th April 2019 to**

**HUMAN RESOURCES DEPARTMENT**

**KILKENNY COUNTY COUNCIL**

**COUNTY HALL**

**JOHN STREET**

**KILKENNY**

Any claim in relation to the late receipt of Application Forms will not be entertained unless such claim is supported by a certificate of evidence of postage from the appropriate postal authority.