

## **JOB ADVERTISEMENT**

### **National Coordinator for the promotion of synodal collaboration and mission**

*Permanent contract (subject to six months probationary period)*

#### **Scope of the Role**

Following conclusion of the synodal process for the National Synodal Assembly in October 2026, the Irish Catholic Bishops' Conference wishes to appoint a National Coordinator for the promotion of synodal collaboration and mission across the Catholic Church in Ireland.

#### **Essential Criteria**

*The successful applicant will have:*

- A third level qualification in a relevant discipline; OR a minimum of three years' experience in a relevant area
- A good understanding of synodality and the synodal process of the Catholic Church in Ireland
- An understanding of issues of faith and belief in contemporary Ireland
- Experience of facilitating dialogue in a faith setting
- Demonstrable administrative and management skills

*Criteria may be enhanced to facilitate shortlisting*

#### **Desirable Criteria**

- A primary degree in Theology
- Experience of strategic planning and project management

#### **Personal Qualities**

- Respect for the teaching and ethos of the Catholic Church
- A positive disposition and constructive team player
- Self-motivated with excellent interpersonal, organisational and communication skills
- Be prepared to be flexible with regard to hours of work and travel

The employer provides a hybrid working policy that allows for three days based in the office in Maynooth and two days working remotely per week.

A competitive remuneration package, commensurate with experience, will apply to this appointment. A detailed job description is available on [www.catholicbishops.ie/careers](http://www.catholicbishops.ie/careers)....

To apply, please submit your CV and cover letter (maximum one page) for the attention of the Chief Operating Officer, Irish Catholic Bishops' Conference at [admin@iecon.ie](mailto:admin@iecon.ie)

**Closing date for receipt of applications: 4.00 pm on Tuesday, 11 August 2026.**