



# Online Community Projects Facilitator (with Spanish)

**The Organization:** **Educate Magis** is a relatively new and innovative internet-based initiative. The Mission of **Educate Magis** is to nurture a vibrant online community to connect educators from the 2,000+ Jesuit/Ignatian schools around the world. This community, transcending boundaries and borders, is opening a new and extra way of proceeding for our schools. **Educate Magis** aims to enable us to collaborate in solidarity as a global community to better fulfil our mission of reconciliation and justice with humanity, creation and God. The [Educate Magis](#) online community platform was launched in April 2015. **Educate Magis** continues to develop and update in response to real needs of the worldwide Jesuit Education community, and today has a worldwide community of more than 13,000 members, from more than 70 different countries.

**Summary:** Educate Magis is looking for an experienced facilitator / project manager to join the team.

**The Galway Educate Magis Team:** You will work with a very committed full-time Galway, Ireland based team, including a Global Citizenship Facilitator, a Mission and Identity Facilitator, a Faith Formation Facilitator (a Jesuit), a Community and Communications Specialist, a Web Developer, a part-time Graphic Designer, and a part-time Accountant. You will of course be working with members of the worldwide Jesuit Education community (lay and Jesuit) including the various provincial and regional networks. Your manager will be the Educate Magis Community Director in Galway, Ireland, who will ensure an experience that is as rich as possible.

**The Setting:** Day to day communications will be in English with the Galway Educate Magis team but also in Spanish and / or French amongst members of the global community. The



work will be a mix of international travel, a lot of home-office working (should that be your wish) and some (or a lot if you wish) office-based work in an office in Galway City, Ireland.

**The Role:** This exciting role will give you the specific and main responsibility to:

1. help facilitate the growth of the online Jesuit Education community, including managing the lifecycle of members joining, participating, contributing, volunteering and retiring. (this will include providing support to the community members through all the stages of the member lifecycle including handling queries, questions and/or requests sent by email/chat/forum; managing and updating the library of resources shared by the members; recruiting, training and managing volunteers, etc.)
2. coordinate the Staff Formation (online learning) Program of Educate Magis including the planning, development, delivery and promotion of online courses related to Jesuit Education with members from different schools around the world.
3. forge relationships, build bridges and collaborations, partnerships and be one of the key links from our team with the many Jesuit Schools.

As a member of the team, you will also have the opportunity from time to time to:

4. facilitate the development, promotion and coordination of global online events related to Jesuit Education, such as online retreats, colloquiums, global gatherings, etc.
5. support the team with general tasks, e.g., proofreading and translating in your native language, reviewing and providing feedback on new project and initiatives.

**The Opportunity:** Educate Magis is offering you the opportunity to:

- be in on the ground floor of nurturing a much-needed worldwide community.
- have the chance to make a real difference in the world of young people.
- be empowered and encouraged to achieve great results.
- be in community with the leaders of Jesuit Education and Ignatian Spirituality.
- have the opportunity for occasional travel to different parts of the world where the Jesuit Education network operates.



Note: This is not a digital, inbound marketing, social media manager role.

**The Person:** As a qualified candidate for this role, you are most likely to have:

- some experience with online learning
- fluency to communicate in English and Spanish (and French would be a real bonus)
- some knowledge or a keen interest in Jesuit education and appreciate the importance of providing a quality education to all.
- affinity for, exposure to or experience of digital/online initiatives.
- experience or affinity to work with web platforms (e.g., WordPress).
- an interest and perhaps some experience in building and growing networks / communities of practice – achieving results without holding line authority.
- good listening and great communicating skills, both written and verbal.
- a fondness to connect people and increase engagement – because it helps other people.
- experience working in an international setting and understand the importance of intercultural communication.
- an independent problem solver ability and you like to take your own initiative, but you know when to ask for help. You are very self-motivated.
- the ability to get stuff done – and are prepared to work very hard. Above all you care because it matters.

**Work Permit:** The successful candidate will have to have the work permit to work in Ireland or we will have to feel comfortable that an application for such a work permit to the Irish Government will be successful.

**Applications:** To be considered for this position please apply at [Community Facilitator - Indeed.com](#). Be sure to detail your specific interests in the role and don't forget to include your compensation requirements.