



School of Looking Ltd  
The Weir  
Bleach Road kilkenny  
Ireland R95 HC94

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## PAID INTERNSHIP ECO SHOWBOAT

Role title: General Assistant to the Eco Showboat Project - Intern

Location: Tullamore County Offaly

Term: 6 Months

Reporting to: Anne Cleary, lead artist and producer, School of Looking Limited.

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## BACKGROUND TO THE ECO SHOWBOAT PROJECT

The Eco Showboat project is an award winning multidisciplinary arts and STEAM education project which involves a series of expeditions on the inland waterways of Ireland on zero carbon vessels, with the aim of raising awareness of climate change and related ecological issues, including but not limited to biodiversity loss, water quality and conservation, peatland regeneration, sustainable energy production, sustainable farming etc. with the hope of mobilising climate action through the arts.

This is a very ambitious project which involves the sustainable transformation of two boats to solar powered electric propulsion, as well as touring on the boats, producing public engagement art and science events and commissioning art related to the project themes.

The project is run by the School of Looking, who's core members are Anne Cleary and Denis Connolly, supported by a range of collaborators from the arts and the sciences.

Currently we have completed the full transformation of the Mayfly, a 20 foot yacht, to solar power and electric propulsion, and are undertaking the first expedition from Limerick along the Shannon and Erne system to Enniskillen and Belleek on the Mayfly during summer 2022.

In addition, we are in the process of raising funding to renovate a heritage barge, the 48M, and convert it to solar electric propulsion, with the aim of undertaking an expedition on the Grand and Royal Canals in 2023.

The 48 M, which is a large historic barge, will eventually become an arts venue and the headquarters of our organisation. It is based currently in Tullamore.

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## THE INTERNSHIP

We are looking for a dynamic, energetic and enthusiastic intern with a strong interest in ecology and in the arts and with a commitment to climate action, to act as a general assistant during the second

part of the Eco Showboat expedition in July and August 2022, and the following months which will involve preparation for the 2023 programme.

This is principally a desk job and responsibilities will include:

- General administration.
- Organising transport and accommodation for the team and/or participating artists and scientists.
- Organising transport and storage for the equipment when required.
- Sourcing and ordering equipment.
- Book-keeping and other accounting tasks (excel only).
- Communication and marketing: preparing and distributing press releases. Dealing with requests for project documentation. Liaising with the team to develop and implement an effective marketing strategy.
- Liaising with invited speakers/performers with regard to programmes, schedules, transport, and any other requirements.
- Liaising with the social media officer to support and widen the social media campaign.
- Contacting and liaising with local stakeholders in the leadup to events in each county.
- Fundraising: Researching potential funding supports and assisting with applications. Possibly implementing and administering a crowd funding campaign.
- Research and prepare initiatives to develop new partnership and philanthropic opportunities, grant-making trusts and foundations at home and abroad.
- Occasionally driving.
- Undertake any other duties as may be reasonably required of the post by the Artistic Directors.

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## **BENEFITS FOR THE SUCCESSFUL CANDIDATE**

This opportunity offers a valuable learning experience for the successful candidate, including mentorship from 2 internationally recognised artists and the opportunity to meet and work with other established artists, scientists and researchers as well as local authority arts officers and curators country wide, leading to enhanced career prospects following the internship.

It will allow the successful candidate to develop and refine a wide range of skills that are essential for the future success of their career, including presentation and communication skills, administrative and fundraising skills, time, project management and organisational skills. He or she will get an opportunity to support climate activism, to engage with climate related art and science ideas and learn about many technical aspects of the sustainable energy and living transformation that we as a society must address in the near future.

In addition, the successful candidate will have the use of a dedicated desk at Junction Business Innovation Centre in Tullamore, Co. Offaly which will offer more opportunities for interaction and networking with local businesses.

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## **LOCATION: TULLAMORE, COUNTY OFFALY**

School of Looking have taken shared office space at the Junction Business Innovation Centre in Tullamore, Co. Offaly to facilitate the advancement of this project, and this desk will be for use by the project assistant, who we would like to be based in or close to Tullamore, as the 48 M barge is located there. We are in the process of centralising our activities in Tullamore and hope to limit carbon emissions to an absolute minimum. We therefore hope to engage an intern assistant close to Tullamore who can go to work while keeping carbon emissions to a minimum.

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## **INTERN'S PROFILE**

We are seeking a motivated and experienced person to join the team. The person appointed will demonstrate a relevant educational profile and experience combining strong organisational skills, financial acumen, quick thinking and the ability to solve problems imaginatively. An insight into the cultural and climate action sectors will be a plus, as will good social media, communications and multimedia skills. The person should be well used to working to tight deadlines and on projects that require quick turnarounds and flexibility.

The person appointed will be someone who is looking for a new challenge and is committed to climate action in Ireland. They will relish the nature of the role in its diversity and be capable of managing their own time and workload effectively.

## **SKILLS & KNOWLEDGE**

- Good project management skills.
- Good organisational and time-management skills.
- Good communication and interpersonal skills – written and oral.
- Good report-writing skills with high levels of accuracy and attention to detail.

## **EXPERIENCE**

- Experience in managing budgets and cashflow.
- Fluency in English.
- Experience in the arts / cultural sector or/or event management or/or activism and campaigning.

## **EDUCATION/TRAINING**

- Degree level or equivalent education desirable.
- Driving license required.
- Access to a car desirable. While most of the transport for this project is by boat, from time to time it has been necessary to use a car or van for certain one-off needs due to the rural location of the expeditions.

## **PERSONAL ATTRIBUTES**

- Highly organised and with a hands-on approach and an ability to manage several tasks simultaneously .
- Professional attitude with the ability to work with a wide diversity of contacts.
- Numerate and able to handle cashflow and budgets efficiently .
- Highly motivated and passionate about climate change action.
- Active interest in the role of arts in society and the benefits of the cultural sector.
- Experience in dealing with funding applications, grant claims and sponsorship proposals.
- Able to work with a high level of time and stress management and the flexible approach to working hours that comes with being in an arts/touring environment.

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## **REMUNERATION**

The salary/stipend for this post is the equivalent of the yearly minimum wage of €21,294 per annum pro rata.

This internship is a fixed term 6 month full-time position from July 2022 to December 2022.

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## **PROBATION**

A probation period of three weeks will apply from the start of the contract.

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## **HOW TO APPLY**

If you are interested in the role please submit a CV and a letter detailing why your experience suits you for this position to [clearyconnolly@gmail.com](mailto:clearyconnolly@gmail.com) no later than 5pm on Friday 24 June 2022. School of Looking is an equal opportunities employer.

## **APPLICATION PROCESS**

Applicants are invited to submit:

- A detailed Curriculum Vitae outlining all relevant experience.
- A letter of motivation indicating why you are interested in the role.
- Contact details for two professional referees.

## **SUBMISSIONS**

Applications will be accepted by email only and should be submitted to [clearyconnolly@gmail.com](mailto:clearyconnolly@gmail.com).

## **CLOSING DATE**

The closing date for receipt of all applications is 5 pm on Friday 24 June 2022.

## **INTERVIEWS**

Interviews will be conducted by zoom during the week of 27 June to 1 July, and the successful candidate should be available to start work on 4 July.