

Derry Credit Union continues to expand and grow in our common bond areas, BT47 & BT48. To support this growth and deliver a high-quality service to our members we now wish to appoint:

**EDUCATION & TRAINING OFFICER**

**Hours:** 37 hours over 5 days per week (Monday to Saturday)

**Status:** Permanent Post (Office Based – Abbey Street, Derry)

**Salary scale**: £32,742 - £33,945 - Enhanced benefits package

The successful candidate will embrace our vision and values and will positively contribute to the credit union. The Education and Training Officer will foster and develop a culture of learning for officers, staff, members and potential members, supporting the strategic values and goals of the credit union.

You will be a member of the management team, and you will support DCU in promoting employee engagement and focusing on people focused strategic deliverables.

**ESSENTIAL CRITERIA**

5 GCSEs or equivalent at Grade C or above to include English and Maths.

**AND**

Level 6 qualification **or** qualified by experience working in a training and development role for at least 3 years

**AND**

* Proficiency with Microsoft Office programs to include Word, Excel, Outlook and PowerPoint.
* Demonstrate experience in planning delivering and evaluating training programmes and tracking outcomes.
* Proven track record in the delivery of training programmes or managing internal training function.

**DESIRABLE CRITERIA**

* The ability to produce high quality reports.
* Strong accuracy, attention to detail and a flexible attitude to work.
* Exceptional verbal, written and interpersonal communication skills.
* Analytical skills and be adept at problem-solving and troubleshooting.
* The ability to make decisions.
* The ability to take ownership and work on your own initiative.
* Familiarity with the principle operations and regulatory environment of credit unions.
* Diploma in Credit Union Studies
* An understanding of the ethos of the Credit Union.

Application packs are available by emailing [recruitmentETO@derrycu.com](mailto:recruitmentETO@derrycu.com).

***In the event that applications are oversubscribed, Derry Credit Union Limited will apply enhanced criteria which is detailed in the job description.*** ***Derry Credit Union Limited is an equal opportunities employer.***

Closing date for applications is **4pm** on **Friday 22nd August 2025.**