



Job Description Booklet  
**STEM Content Expert**

Application Closing Date: **6th October, 17:00 pm Irish Time**

Kinia is a non-profit social enterprise focused on education. We want to make sure future-focused skills and learning opportunities are available for all children and young people. We believe that we can make that vision a reality by working together. Find out more about us: <https://kinia.ie/>

**Role: STEM Content Expert**

The STEM Content Expert owns the subject matter accuracy, currency and pedagogical quality of Kinia's STEM content, and owns Kinia's course content on the LMS end to end. This role ensures that course content, activities and assessments across Kinia's programmes remain grounded in strong STEM practice, stay aligned with curriculum frameworks, and reflect current developments in STEM education and technology. It combines subject matter expertise with hands-on instructional design, so the same person who knows the STEM content also shapes how it is built and delivered online.

**Location:** Hybrid - Ireland

**Contract:** Permanent Full-Time

**Reports to:** Head of Learning

**Works closely with:** Head of Impact Role, Programme Leads, Education Officers, instructional design and video production partners

**Purpose of the Role**

As Kinia's Learning Team grows into a triangulated structure of Head of Learning, Impact Role and Content function, this role brings the Content Lead responsibilities fully into the STEM Content Expert position, alongside a layer of instructional design capability. Where the Head of Learning sets the overall learning strategy and standards, and the Impact Role tracks and responds to feedback, the STEM Content Expert makes sure the underlying content is right, current and pedagogically sound, from primary STEM frameworks through to formal learning (e.g. TY, Leaving Certificate, LCA and QQI levels 4 and 5), non-formal learning and 21st Century Transversal Skills. The role owns the standard for well designed content for the format it is delivered in, whether in person or via Kinia Academy.

**Key Responsibilities****STEM Content Development and Quality**

- Develop and maintain STEM specific course content, activity guides and lesson plans across Kinia's core modules
- Design and review hands on activities and project based learning tasks for STEM accuracy, pedagogical strength, and appropriateness for educational and youthwork settings
- Maintain and update content in line with inquiry based learning and 5E approaches
- Own the technical and scientific accuracy of Kinia LMS courses and supporting materials

**Curriculum Alignment and Standards**

- Map STEM content and skills to specific learning objectives and curriculum frameworks, including the emerging primary STEM framework, TY, Leaving Certificate, LCA and QQI levels 4 and 5
- Support development and review of assessment rubrics, ensuring they accurately assess STEM learning outcomes and skills
- Maintain interdisciplinary connections across STEM subjects and highlight transversal skills within Kinia's modules
- Contribute STEM criteria to Kinia Credentials, including accreditation requirements and digital badge standards

## **Kinia Academy Ownership and Instructional Design**

- Maintain current Kinia LMS courses and develop new courses on Kinia's LMS
- Own instructional design for self directed and asynchronous courses, including structure, pacing, interactivity and accessibility
- Advise on and apply best practice for online learning design and delivery
- Coordinate with video production and Irish language specialists to produce bilingual, English and Irish, course content
- Ensure new online courses meet Kinia's standards for STEM accuracy and pedagogical quality, and reflect current trends in STEM education

## **Staying Current and Advising**

- Track developments in STEM education, pedagogy and relevant technologies
- Advise the Education Team on emerging trends, tools and best practice for STEM teaching and learning
- Input into the sourcing and evaluation of technology products and equipment used to support STEM course delivery

## **Facilitator and Educator Support**

- Contribute STEM subject expertise to facilitator training, Communities of Practice and CPD
- Support delivery of content specific training for core modules
- Act as a point of contact for educators with STEM content questions

## **Cross Team Collaboration**

- Work with the Head of Learning on course design, delivery standards and product development
- Work with the Impact Role to adjust content in response to impact and feedback data
- Liaise with external instructional design and video production partners on larger asynchronous course builds
- Liaise with Communications where STEM content or outcomes are shared externally

## **Person Specification**

### **Essential**

- Strong STEM background, through qualification, professional experience, or both
- Teaching or education background, ideally within a STEM subject area
- Experience developing curriculum aligned content, lesson plans or activity guides
- Experience with a Learning Management System, such as LearnWorlds, including maintaining and developing courses
- Experience or working knowledge of instructional design for self directed or asynchronous online courses
- Working knowledge of inquiry based and project based learning approaches
- Strong written communication skills, comfortable producing educator facing materials

### **Desirable**

- Irish language fluency
- Knowledge of Irish curriculum frameworks, including QQI, Leaving Certificate, and the emerging primary STEM framework
- Experience with digital credentialing or badging systems
- Familiarity with STEM related technologies, such as robotics kits or coding platforms

- Experience training or supporting facilitators and educators
- Experience producing or coordinating video and audio content for online courses
- Facilitation and presentation experience

## **How This Role Fits the Team**

This role sits alongside the Head of Learning and the Impact Role within the Learning Team's triangulated structure, and now carries the Content Lead responsibilities in full, with an added layer of instructional design capability. The team is designed to be interdependent: the Head of Learning leads strategy and standards, the Impact Role tracks and responds to feedback, and the STEM Content Expert ensures the STEM substance of the content is accurate and current, and that it is well designed for how it is delivered, in person or on the LMS. Larger asynchronous course builds may still draw on external instructional design and video production partners, with the STEM Content Expert directing the STEM and pedagogical input.

Full team collaboration is expected, including regular team meetings and transparency around each role's programme of work.

## **Terms and Benefits**

### **Contract and Probation period:**

This is a full-time permanent position subject to funding.

Some national travel is part of this role to attend meetings, workshops and events. The role requires a full driver's license and car access.

### **Salary Range**

€45,000 to €50,000 per annum (depending on experience)

## **Other Benefits**

### **Pension Scheme**

After the successful completion of probation, all Kinia staff members are eligible to join our PRSA pension scheme, administered through New Ireland. Staff must contribute a minimum of 5% of their gross monthly salary, with Kinia matching this up to the value of 5%.

### **Hybrid-Friendly Workplace**

Kinia operates a hybrid-friendly workplace. Many staff are based nationwide. Kinia supports all staff to access remote working hubs, our Dublin office, or our Galway office. Expectation of national travel is part of the role.

Kinia provides financial assistance to all staff to ensure they have the furniture and IT equipment needed when working from home.

### **Annual Leave**

23 days annual leave, plus an additional 2 Company Days

### **Expense Allowance**

Kinia provides travelling expenses, accommodation allowance, and subsistence allowances for any travel that is required as part of the role.

### **EAP (Employee Assistance Programme)**

Kinia has an EAP for all employees.

**Opportunities for advancement, learning and development.**

Kinia aims to support all staff in their learning, development and career advancement. After one year employees qualify to apply for L&D support.

**Selection Process**

The selection process may include:

- screening of applications;
- shortlisting of candidates based on the information contained in their application; a competitive preliminary interview;
- a competitive final interview.

If you have a disability or need reasonable accommodations made during the selection process, we strongly encourage you to share this with us so that we can ensure you get the support you need.

**How to Apply**

Please submit CV and cover letter outlining your motivation for the role and working with Kinia [here](#).

**Deadline:** 6th October 5pm

