



College Management Unit:	UCD College of Science
School Unit:	UCD School of Computer Science - CeADAR
Post Title & Subject Area (if relevant)	EDIH AI Training Manager
Project:	European Digital Innovation Hub (EDIH)
Post Duration:	Fixed-term post until 31 Aug. 2026
Line Manager	Director of Innovation and Development
Competition Ref. N^o	017517
HR Administrator	Aline Burgos
<i>Relocation Expenses</i>	<i>N/A</i>
<i>Garda Vetting</i>	<i>Will not apply</i>

Position Summary:

Applications are invited for EDIH Training Manager in the European Digital Innovation Hub (EDIH) for AI in Ireland as part of the CeADAR Centre - Ireland’s Centre for Applied Artificial Intelligence. CeADAR was successful in the Europe-wide competitive selection process to be the EDIH for AI in Ireland in addition to its continuing function as a national technology centre.

The EDIH is focused on supporting small and medium enterprises, and public service organisations, on their digital and AI transformation journeys.

There are 4 key services that this AI EDIH will provide:

- **Test before Invest:** The EDIH conducts digital maturity assessments to assess the readiness of organisations to implement data analytics and AI. The EDIH uses case studies to showcase the benefits of AI for business. The EDIH identifies proof-of-concept, tests prototypes, and ensures knowledge and technology transfer.
- **Skills and Training:** The EDIH will offer training tailored to different audiences. Courses tailored to business decision makers to better understand the potential of AI and how to set their organization’s AI strategy. AI essentials for everyone, equipping workforces with a good understanding of AI to be able to leverage AI capabilities in their different roles and tasks. AI ambassador training will focus on upskilling people who show great enthusiasm for AI and Innovation to help them promote and facilitate AI adoption in their particular department enabling a bottom-up approach to AI adoption.
- **Support to find Investments:** The EDIH supports organisations in winning funding through national and EU instruments, and start-ups in securing venture funding
- **Innovation Ecosystem and Networking:** The EDIH will act as a broker in bringing together companies/organisations in need of AI solutions with market-ready solution providers. This brokerage will extend nationally and across Europe in concert with the EDIH network when suitable local partners are not available.

The successful candidate will support the Skills and Training pillar in the areas outlined above through close collaboration with client SMEs and public sector organisations throughout Ireland to ensure that clients receive the training they need in the best format and in a way that is most efficient and effective. The Training Manager(s) must assess the inefficiencies in current training offerings to develop a suite of training options that support Irish industry in their AI machine learning and data science journey.

These roles are best suited to dynamic and motivated persons who are passionate about helping companies grow and build their AI machine learning and data analytics capabilities.

Principal Duties and Responsibilities:

The AI training manager will:

- Develop and facilitate the delivery of the EDIH programme skills and training objectives
- Develop and deliver training programmes to industry partners, enterprises and public service organizations in the areas of AI, data analytics and machine learning.
- Work closely with EDIH and CeADAR Data Scientists in delivering training programmes that are unique and fit for purpose.
- Liaise with the Test-Before-Invest Data Scientists to capture feedback from enterprises & public sector organisations on training needs.
- Work closely with the Ecosystem team to capture feedback from industry partners on training needs.
- Keep up to date with the latest advancements in AI and how they can impact different sectors.
- Manage and build positive and supportive relationships with learners using the appropriate digital curriculum and tools.
- Ensure the smooth running of the skills and training programmes
- Evaluate the effectiveness of training programmes and learning outcomes through feedback and review processes.
- Be the primary point of contact for companies on the skills and training programmes
- Collate performance data and compile reports for funding agencies. Preparing regular progress / expenditure reports
- Assist with the communication and marketing of the skills and training programme ensuring that promotion of EDIH courses are disseminated widely on a regular basis.
- Undertake any other duties as assigned by the Director of Innovation and Development, or nominee

Salary range: €50,000 - €55,000 per annum

Appointment on the above range will be dependent on qualifications and experience.

Details on eligibility to compete and pension information is available at

<https://www.ucd.ie/hr/resourcing/eligibilitytocompete/>

UCD welcomes applications from everyone. We are committed to creating an environment where diversity is celebrated and everyone is afforded equality of opportunity. Learn more about Diversity at

<https://www.ucd.ie/workatucd/diversity/>

Selection Criteria

Selection criteria outline the qualifications, skills, knowledge and/or experience that the successful candidate would need to demonstrate for successful discharge of the responsibilities of the post. Applications will be assessed on the basis of how well candidates satisfy these criteria.

Mandatory:

- A BSc or MSc in a computer science, data analytics or AI or related discipline.
- An understanding of AI, machine learning and data science techniques.
- Proven experience in designing, developing and delivering of training courses.
- Experience of training lifecycle from training strategy, needs analysis, delivering and evaluating training courses.
- Excellent communication skills (verbal and written) with the ability to deliver technical information to both

technical and business audiences.

- Strong presentation skills.
- A proactive approach to learning and enthusiasm to trial new learning tools.
- Experience of working in a target driven environment.
- Proven organisational and time management skills.
- Ability to work flexibly.
- Candidates must demonstrate an awareness of equality, diversity and inclusion agenda.

Desirable:

- A Teaching qualification.
- A knowledge of e-learning tools.

Supplementary information:

The Centre:	https://www.ceadar.ie
The University:	http://www.ucd.ie/aboutucd.htm
The College/Management Unit:	http://www.ucd.ie/science/
UCD School of Computer Science:	http://www.csi.ucd.ie/
CeADAR:	https://www.ceadar.ie
Enterprise Ireland Technology Centres:	http://www.enterprise-ireland.com/en/Research-Innovation/Companies/Collaborate-with-companies-research-institutes/Technology-Centres.html

Informal Enquiries ONLY to:

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