Slí nua

Join the Slí Nua specialist network

Four open calls for experienced freelancers in career services and organisational development

i About Slí Nua

Slí Nua combines **experienced trainers, practical learning and personal guidance** to help individuals and organisations develop the skills they need, with support tailored to their goals, from first conversation to real-world application. Based in Ireland, we serve clients across Ireland, Europe, the GCC region and Africa.

ii Open calls

ROLE	PILLAR	DELIVERY
CV & Application Writing Specialist	Careers	Remote · assignment-based
Career Development & Interview Coach	Careers	Remote · session-based
Portfolio & LinkedIn Profile Specialist	Careers	Remote · assignment-based
Organisational Development Coaches & Facilitators	Creative	Online · hybrid · in person

HOW TO APPLY In each call, choose **one service or several**; there is no need to apply for all. Send **one email per call** with **one offer** covering all the services you choose in that call.

iii Is this you?

Beyond skills, we look for people who share how we work:

- ✓ Do you **love working with people** and enjoy helping them move forward?
- ✓ Do you **value respect, trust and confidentiality**?
- ✓ Do you take **pride in quality** and attention to detail?
- ✓ Are you **comfortable working remotely** with digital tools?
- ✓ Do you **listen first**, then guide with empathy and honesty?
- ✓ Are you **curious and open** to different cultures, backgrounds and languages?
- ✓ Are you **reliable**: you meet deadlines and keep the team informed?
- ✓ Do you **keep learning** and welcome feedback?

iv Terms common to all calls

- **Status.** Engagements are freelance (independent contractor). This call is not an offer of employment, and joining the network does not guarantee a minimum volume of work.
- **Fees per deliverable, not per hour.** For each service, quote a fixed price in EUR for the finished deliverable and the time you need to deliver it. State your VAT status and what the price includes. Fees are agreed in writing before work starts.
- **Tax & insurance.** Contractors are responsible for their own tax, social insurance and, where relevant, professional indemnity insurance.
- **Confidentiality & data protection.** You will handle clients' personal data. Selected specialists sign a confidentiality and data-processing agreement and work in line with the GDPR and Slí Nua's quality standards.
- **Allocation.** Work is offered according to client demand, expertise, availability and language capability.

v How we select

Relevance of your experience to the services you choose · **Quality** of samples, references and, if shortlisted, an interview or short practical exercise · **Fit**: personal approach, languages, availability and value for money.

You may apply to more than one call: send **one email per call**, using the subject line shown on that call's page. Applications are reviewed on a rolling basis; Slí Nua may update or close any call as its needs evolve.

Slí Nua welcomes applications from professionals of all backgrounds and is committed to inclusive, human-centred development.

Portfolio & LinkedIn Profile Specialist

Strengthen clients' professional identity, visibility and presentation

PILLAR	LOCATION	CONTRACT	DURATION	DEADLINE
Careers	Remote, international	Freelance, per assignment	Ongoing, demand-led	Rolling, reviewed as received

1 Purpose

We are seeking freelance specialists to create high-quality professional portfolios and LinkedIn profiles. Choose one specialisation or both.

2 Scope of services

ONE CALL · ONE EMAIL · ONE OFFER Choose **one or several** services; no need to apply for all. Send **one application** with **one financial offer** covering them all.

Professional portfolio design

- Design portfolios tailored to the client's experience, achievements and goals.
- Organise and present projects, competencies and accomplishments.
- Improve the structure, clarity and visual quality of existing portfolios.
- Deliver editable, client-ready documents or digital portfolios.

LinkedIn profile development

- Create new profiles or optimise existing ones.
- Strengthen headline, About, experience and skills sections.
- Align the profile with the client's CV and career goals.
- Give practical tips for keeping the profile active and current.

Deliverables: professional, editable outputs; reasonable revisions are included within the agreed scope.

3 Your profile

- Proven experience in portfolio design, LinkedIn optimisation or personal branding.
- Strong writing, visual-communication or digital-content skills.
- Creativity, attention to detail and a sense of professional presentation.
- Confident with design and collaboration tools.
- Able to work with clients from diverse cultural and linguistic backgrounds.

Welcome: added expertise in career positioning or coaching.

4 How you will work

- Access to the **Slí Nua Careers platform** to manage your assigned clients, with a platform user guide and quality guidelines.
- Daily contact with the **Careers Coordinator** while assignments are active.
- Keep client notes, progress, pending information, next steps and status up to date on the platform.
- Record actual working hours for each client.
- Meet agreed quality standards and deadlines.

5 What to send

1. **Updated CV or professional profile.**
2. **Work samples:** portfolios or LinkedIn profiles you produced (with permission or anonymised).
3. **One financial offer** covering the service(s) chosen: a fixed price in EUR per deliverable and the time you need to deliver it (VAT status stated).
4. **Two professional references**, plus **service(s) chosen (one or both)**, availability and languages.

APPLY BY EMAIL

getthatjob@slinua.org

SUBJECT `[SNCareers] EOI - Portfolio & LinkedIn`

Shortlisted candidates may be invited to an interview or a short practical exercise. See page 1 for common terms.