

English version below Irish version

LEAGAN GAEILGE

Fógra Poist: Bainisteoir (páirtaimseartha) Gheopháirc Dhúiche Sheoigheach & Lochanna an Iarthair (Conradh 12 Mhí)

Áit oibre: Tuar Mhic Éadaigh, Co. Mhaigh Eo nó Cor na Móna, Co. na Gaillimhe

Cineál Conartha: Téarma seasta 12 mhí (4 lá sa tseachtain)

Tá Comharchumann Dhúiche Sheoigheach (CDS Teo), mar eagrais chun tosaigh don Gheopháirc, ag lorg **Bainisteoir Geopháirce ar chonradh 12 mhí.**

Príomhdhualgais:

- Iarratas uasdáithe don stadás UNESCO a chur faoi bhráid choiste UNESCO i mí Iúil 2025.
- Bainistíocht laethúil na Geopháirce, beirt fhostaí san áireamh.
- Cruinnithe a chomhordú, nótaí a ullmhú, agus teagmháil a dhéanamh le pobail áitiúla, gníomhaireachtaí rialtais agus coistí deonacha.
- Buiséid tionscadail agus foireann a bhainistiú, foinsí maoinithe a aimsiú, agus iarratais do mhaoiniú a ullmhú.
- Cur chun cinn agus forbairt an Geopháirce i gcomhréir le treoirlínte UNESCO.

Riachtanais:

- Cáilíocht Oideachais:** Cáilíocht i gceann de na réimsí seo a leanas: Forbairt Pobail, Turasóireacht Tuaithe, Gnó, Bainistíocht Tionscadail, Forbairt Tuaithe, nó céim phróimhúil i réimse ábhartha mar aon le taithí ábhartha ghaolmhar.
- Taithí:** Taithí áirithe i mbainistíocht buiséid, foirne agus tionscadail. Is riachtanas é taithí ar iarratais maoiniúcháin agus obair le coistí deonacha agus gníomhaireachtaí rialtais.
- Scileanna:** Béarla scríofa agus labhartha den scoth. Scileanna ríomhaireachta, riaracháin agus eagraíochtúla láidre.
- Eile:**
 - Tá líofacht sa Ghaeilge ina bhuntáiste
 - Ceadúnas tiomána agus rochtain ar charr.

Tuarastal: €40,000 (4 lá/seachtain)

Próiseas Iarratais:

- Dáta Deiridh:** Ní mór iarratais a sheoladh roimh **17:00 Deardaoin 13ú Feabhra 2025**

- Beidh na hagallaimh ar siúl ar líne nó i bpearsa (le deimhniú) ar **Dé Céadaoin, 19 Feabhra 2025**. Beidh cur i láthair gearr le dheánamh mar chuid den agallamh. Tabharfar tuilleadh sonraí do na hiarrthóirí roimh an agallamh.

Conas Iarratas a Dhéanamh:

Seol do iarratas agus CV, ag cur "Bainisteoir Geopháirce" sa líne ábhair, chuig meadbh.seoighe@udaras.ie. Le haghaidh tuilleadh sonraí faoin ról agus na sonraí poist, téigh i dteagmháil leis an seoladh ríomhphoist chéanna.

Tuilleadh Eolais faoin Geopark:

- [Joyce Country & Western Lakes Geopark Project](#)
- [Geoparkanna na hÉireann](#)
- [Geoparkanna UNESCO](#)

Is fostóir deiseanna comhionanna é CDS Teo agus fáilteimid roimh iarratais ó gach duine.

ENGLISH VERSION

Job Advertisement: Geopark Manager (12-month Contract)

Location: Tuar Mhic Éadaigh, Co. Mayo or Cor na Móna, Co. Galway

Contract Type: 12-month Fixed Term (4 days a week)

Comharchumann Dhúiche Sheoigheach (CDS Teo), as the project host for the Aspiring UNESCO Joyce Country & Western Lakes Geopark, is seeking a **Geopark Manager** for a **12-month contract**.

Key Responsibilities:

- Ensure updated application for Geopark Status to UNESCO is submitted by July 2025.
 - Oversee the day-to-day management of the Geopark, including 2 employees.
 - Coordinate meetings, prepare minutes, and liaise with local communities, government agencies, and voluntary committees.
 - Manage project budgets and staff, identify funding opportunities and prepare funding applications.
 - Assist in the promotion and development of the Geopark in line with UNESCO guidelines.
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Requirements:

- **Educational Qualification:** A qualification in one of the following areas: Community Development, Rural Tourism, Business, Project Management, Rural Development, or a primary degree in a relevant area and relevant related experience.
- **Experience:** Proven experience in managing budgets, staff, and projects. Experience with funding applications and working with voluntary committees and government agencies is essential.
- **Skills:** Excellent written and spoken English. Strong computer, administration, and organizational skills.
- **Other:**
 - Fluency in Irish is an advantage.
 - A valid driver's license and access to a car.

Salary: €40,000 (4 day week)

Application Process:

- **Closing Date:** Applications must be submitted by **17:00 Thursday 13th February 2025**
- **Interview Date:** Shortlisted candidates will be invited for an interview on **Wednesday, 19th February 2025**. The interviews will take place either online or in person (location to be confirmed).
- **Presentation:** Shortlisted candidates will be required to present a **5-minute PowerPoint presentation**. Further details will be provided to candidates prior to the interview.

How to Apply:

Please send your application and CV, stating "Geopark Manager" in the subject line, to meadbh.seoighe@udaras.ie. For more details on the role and job specifications, please reach out to the same email address.

Tuilleadh Eolais ar/ Further Information on the Geopark:

- [Joyce Country & Western Lakes Geopark Project](#)
- [Irish Geoparks](#)
- [UNESCO Global Geoparks](#)

CDS Teo is an equal opportunities employer and welcomes applications from all qualified individuals.
