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 Geopháirc 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 phríomhúil 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](https://joycecountrygeoparkproject.ie/en/)
* [Geoparkanna na hÉireann](https://www.gsi.ie/en-ie/programmes-and-projects/geoheritage/activities/geoparks/Pages/default.aspx)
* [Geoparkanna UNESCO](https://www.unesco.org/en/iggp/geoparks/about)

Is fostóir deiseanna comhionanna é CDS Teo agus fáilteoimid 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.

**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](https://joycecountrygeoparkproject.ie/en/)
* [Irish Geoparks](https://www.gsi.ie/en-ie/programmes-and-projects/geoheritage/activities/geoparks/Pages/default.aspx)
* [UNESCO Global Geoparks](https://www.unesco.org/en/iggp/geoparks/about)

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