



Head of Gaelic Games
DCU Sport
(3 year fixed term contract)

Dublin City University has developed a strategy aimed at building on its recognised leadership in Gaelic Games and affording greater opportunities for student involvement at all levels and across all codes. Towards this end, the University seeks to appoint a Head of Gaelic Games.

The post holder will report to the Director of Sport DCU and will be responsible for leading and administering Gaelic games in DCU and for achieving the ambitions of the GAA Academy. A critical responsibility of the role will be the oversight of the new club of DCU Dóchas Éireann, created as a result of the recent DCU Incorporation, and maximising student participating on a multi-campus University.

The main duties of the post will include, but will not be limited to the following:

Duties/responsibilities:

- Direction of the staff associated with DCU Dóchas Éireann, including Development Officers.
- Management of the DCU GAA Academy including the daily financial activities of the Academy.
- Development and implementation of a financial strategy for the Academy to achieve sustainable growth.
- Responsibility for producing a monthly operational & financial report to the Director of Sport
- Carry out a comprehensive review of the GAA Academy and associated sports scholarships.
- Actively pursue membership of Comhairle Adroideacheas/Annual Convention (CA) and the formulation and submission of motions to the CA to help underpin DCU GAA policy and plans, aims and objectives.

- The development and implementation of a recruitment and selection process for all DCU Dóchas Éireann club management appointments.
- The development and implementation of policy and Codes of Practice for Team Managements.
- Supervision of an end of season review process, agreed by players, management and club officers
- Act as secretary to the Executive Committee of the DCU Dóchas Éireann including minute taking
- To develop, lead and implement an effective recruitment structure for prospective Academy students.
- To identify and secure partnership agreements for facility hire, clothing, transport, catering and other support services required for the Academy.
- To design, develop and implement effective monitoring and evaluation systems for work programmes.
- Liaise with relevant staff and student officers to agree facility availability and access for the delivery of all sessions.
- Responsibility for the management of the equipment inventory of the Academy.
- Provide concise progress reports relating to agreed monthly, quarterly and annual work programming schedules
- Respond to general enquiries from students and members of the public.

Qualifications and Experience

The post holder will have relevant qualification and a significant number of years' experience of leadership and management of GAA activities within a Higher Education environment.

Salary Scale: €54,331 - €83,023 per annum (Admin II)

Closing date: 1st November 2016

Application forms are available from: www.dcu.ie/vacancies/current.shtml and from the Human Resources Department, Dublin City University, Dublin 9. Tel: +353 (0)1 700 5149 Fax: +353 (0)1 700 5500 E-mail: hr.applications@dcu.ie

Appointment will be commensurate with qualifications and experience, and will be made on the appropriate point of the salary scale, in line with current government pay policy.

Please clearly state the role that you are applying for in your application and email subject line: Job Ref #411 Head of Gaelic Games

Applications should be submitted by email to hr.applications@dcu.ie or by Fax: +353 (0)1 700 5500 to Ext. 5500 or by internal post to the Human Resources Department, Dublin City University, Dublin 9.

Dublin City University is an equal opportunities employer