

1. Folúntas do bhainisteoir na dturas scoile

Cur síos Ginearálta-

Tá sé de chúram ar Bhainisteoir na dTuras Scoile, gnó na dturas scoile agus na dturas gnó a bhainistiú. Is é príomhaidhm an bhainisteora a chinntiú go ndéantar freastal mar is cuí ar riachtanais gach grúpa faoina c(h)úram ionas go bhfágfaidh siad sásta le gach gné dá gcuid ama in UISCE. Tá Bainisteoir na dTuras Scoile freagrach as gach gné de thurais na ngrúpaí; riaradh, lóistíocht agus eagrú an chúrsa, do gach grúpa a thugann cuairt ar an ionad. Tá sé de chúram air/uirthi gnó nua a aimsiú agus teagmháil a dhéanamh le scoileanna, comhlachtaí agus clubanna chun féilire shéasúr na ngrúpaí a líonadh.

Riachtanais-

Ní mór d'iarrthóirí na riachtanais thíosluaite a chomhlánú ionas go bhféadfar an post a dhéanamh mar is cuí:

1. Cáilíocht mhúinteoireachta
2. Uimhir ón gcomhairle múinteoireachta
3. Gaeilge líofa
4. Ceadúnas tiomána iomlán
5. Ardchumas scileanna sóisialta agus óstaigh

Cáilíochtaí inmhianaithe-

Síod iad dea-thréithe inmhianaithe an iarrthóra idéalaiigh:

1. Ardchumas scileanna ag obair le *Microsoft – Excel* ach go háirithe
2. Taithí i spórt uisce nó obair i gColáiste UISCE
3. Taithí bhainistíochta nó i mbainistíocht dhaonna

Má tá suim agat i bpost linn, déan teagmháil linn@: foireann@uisce.ie

Spriocdháta: 31/07/2023

General Description-

The School Tours Manager is responsible for the management and development of school tours and groups business units in UISCE. The primary aim of the School Tour Manager is to ensure that the needs of all groups are fully met, and that customer satisfaction is maximised. The School Tour Manager is responsible for the administration, logistics and organisation of courses for all groups coming to visit the center. This role involves filling the UISCE adventure season calendar by contacting new schools/youth groups and sourcing new business.

Requirements-

There are several requirements that the applicant must have. These are necessary for the proper execution of this role. The applicant must have:

1. Teaching qualification
2. Teaching Council Number
3. Fluent Irish
4. A full driver's license
5. Strong social and hosting skills

Desirable Qualities

These are qualities that the ideal candidate would possess.

1. Proficiency in Microsoft Office; particularly Excel

2. Some experience in water sports or experience in UISCE
3. Some experience in HR and/or management

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