**Club Cultural and Language Officer**

**Role Description**

The role of the Club Cultural and Language Officer is to provide advice to the Clubs officers in supporting the National Language and Culture.

*Reports/accountable to*

* Chairperson/ Club committee

**Responsibilities**

* Act as Cathaoirleach of the Coiste Cultúr agus Teanga Contae (County Culture and Language subcommittee if in place) and to be a member of the Club Executive
* Provide a service/input for Club Publications/Programmes
* Liaise with other language and cultural groups within the County
* Liaise with Clubs regarding Cúrsaí Gaeilge
* Act as Club Scór co-ordinator if applicable
* Encourage the use of bi-lingual materials (signs etc...) within the Club.
* Administer Club Gaeltacht Scholarships Schemes if in place

|  |  |
| --- | --- |
| SKILLS | KNOWLEDGE |
| * Have good written and spoken knowledge of the Irish Language (Gaeilge) * Have good communication skills * Ability to Delegate tasks * Have good organisational skills * Be IT literate | * **Eolas mhaith ar an teanga dúchais agus ar chultúr traidisiúnta na tíre/ A good knowledge of the native language and the traditional culture of the country** |

|  |
| --- |
| OTHER REQUIREMENTS |
| * Have time to do the job * Have a genuine interest in the Association * Have a genuine interest in the Irish language and culture * Be of good standing in the community |