



## Gaelic Games Female Referee Academy

### Part-Time Project Coordinator (Contract for Service)

The Ladies Gaelic Football Association, GAA and Camogie Association, have combined to facilitate a Female Referee Academy in 2025.

To facilitate communication with participants and stakeholders plus logistical organisation of the programme the Gaelic Games Family are looking to fill the position of a Part-Time project coordinator by Contract for Service.

Reporting to the Gaelic Games Female Referee Academy Steering group, you will be responsible for:

#### Coordination of Gaelic Games Female Referee Academy Project

*The Gaelic Games Females Referee Academy Programme has been devised to develop and support female match officials within the Gaelic Games Family (LGFA, Camogie, GAA) in each province and will be delivered over 10 months by experts in the fields of officiating. This programme will enable females to develop their abilities of officiating to a higher level.*

- Planning with the steering group for logistics and facilitators on the project.
- Organising core modules over the course of the initiative acting as point of contact for facilitators, mentors and participants.
- Keeping a register of participants taking part in all aspects of the programme
- Creating links with Provincial and County Gaelic Games units for long term sustainability
- Gathering evaluation reports from all aspects of project
- Providing monthly progress updates to Gaelic Games Female Referee Academy Steering Group

Any other duties that may be required.

#### Successful candidates will have:

- A high level of competence in the Microsoft office suite
- Strong interpersonal and team focused skills and a pleasant telephone manner
- Good interpersonal and communication skills
- A high degree of initiative and flexibility as the role requires the management of a diverse number of tasks, which are related to administration issues within and external to the Associations.
- Excellent planning and organisation skills with a strong attention to detail
- Ideally have a knowledge or interest in the sports

- Have a full clean drivers' license
- The candidate will be given time to complete a safeguarding course if not already in place and must complete their garda vetting

### **Contract for Service**

- The contract for service is for 20 hours per month x 11 months at €30 per hour culminating in a remuneration total of €6,600
- The successful contractor will receive payment of €600 for every month of 20 hours worked during the term
- Mileage will be provided for agreed travel required for the post
- This is a contract for service and the services as are agreed with the Gaelic Games family but for the avoidance of doubt it shall be the coordinator's responsibility to comply with all legislation or statutes or bye laws from time to time in force in relation to the provision of the Services
- It is expressly agreed that in performing the services above the coordinator is acting solely as the independent contractor for the initiative and nothing in the agreement which will be signed shall constitute the creation or establishment of partnership, joint venture or employee/employer relationship between the parties
- The Parties hereby accept and acknowledge that this contract is a contract for services and as such the coordinator accepts that it is his/her sole responsibility for any and all taxes arising in respect of fees paid to them on foot of this contract.

Applicants are invited to submit their completed application form to [lizzie.flynn@lgfa.ie](mailto:lizzie.flynn@lgfa.ie)

The closing date for applications is Friday 17<sup>th</sup> January 2025.