

Job description

Position: Researcher/ *Taighdeoir*

Reports to: Operations Manager / *Bainisteoir Oibriúcháin*

Purpose of the Position / *Aidhmeanna an róil:*

The duties of this position include, but are not limited to, the below/ *I measc dbualgaisí an pboist, beidh ar an té a cheapfar.*

- ⇒ **Carry out all research necessary to bring live and deferred programmes to air under the direction of and to the satisfaction of the Producer.**
An taighde atá riachtanach chun na cláir spóirt beo agus iarbheo, nó aon chlár eile a bheartófar, a dhéanamh, faoi threoir agus chun sástacht léiritheoirí na glár sin.
- ⇒ **Complete research in time every week and to the standard set by the Producer**
An taighde a dhéanamh in am go seachtainiúil agus ar an gcaighdeán a bhfuil an léiritheoir sásta leis de réir na sonraí atá leagtha amach faoi cad is taighde do chlár teilifíse ann.
- ⇒ **Keep all information collected in a clear, accessible database**
An t-eolas a bhailítear a choimeád ar shlí shoiléir, sshotbhugthe, i bhfoirm bunachar sonraí chun sástacht an CS.
- ⇒ **Gather and keep sources of information e.g. newspaper articles on file**
Foinsí taighde m.s. ailt nuachtáin a fháil agus a choimeád ar chombad.
- ⇒ **Make contact with teams and collect essential information e.g. information regarding arrival times, organise interviews, DVD requests**
Teagmbáil a dhéanamh le foirne agus eolas riachtanach a bhailiú (mar shampla eolas faoi am scroicthe, agallaimh a eagrú, iarratais faoi DVDs etc a eagrú).
- ⇒ **Research involves collecting every piece of information relating to programme content in the form of books, newspaper, photographs, people, online sources**
Taighde is ea gach eolas a bhaineann le hábhar an chlár atá i bhfoirm leabhar, nuachtáin, grianghraf, daoine, idirlíon, scanstoc, srl a bhailiú le chéile in aon áit amháin
- ⇒ **Source potential programme contributors and asses their suitability**
Teacht ar rannpháirtithe do chlár agus a n-oiriúntacht a mbeas.
- ⇒ **Send on all information on teams, clubs, statistics, reports to the producers, directors, presenters, commentators and analysts. Ensure all research is accurate and sent in time**
Eolas ar fhoirne, ar chlubanna, staitisticí, tuairiscí agus gach eolas eile a sheoladh ar aghaidh chuig na léiritheoirí, stiúrthóirí, láithreoirí, tráchtairí, anailísí nó éinne eile a bhfuil sé de dhérbh orthu. A chinntiú go bhfuil an t-eolas seo cruinn agus seolta in am.
- ⇒ **Liase with the Graphics department as early as possible before every live broadcast and ensure accuracy of spelling and information e.g. tables, team jersey colours.**
- ⇒ *Eolas a thabhairt do rannóg na ngráificí chomh luath agus is féidir roimh gach beochraoladh agus cruinneas na ngráificí a chinntiú, m. sb. Táblaí, geansaithe na bhfoirne.*
- ⇒ **Gather any other information needed from the Producer/Director**
Aon eolas a bhíonn de dhérbh ar an léiritheoir/ stiúrthóir a bhailiú.
- ⇒ Sharing ideas of where improvements can be made

- ⇒ You will secure your best efforts to extend and develop your knowledge of the Irish language and culture, including an active involvement in the company's Irish Language Plan.
- ⇒ Adherence to Nemeton TV's core values
- ⇒ You must adhere to Nemeton TV's policies and procedures including but not limited to Health and Safety, GDPR guidelines and Time and Attendance policies. All of Nemeton TV's policies and procedures can be found in our Employee Handbook
- ⇒ You will be required to carry out other duties as assigned by the Operations Manager.

Personal Attributes/ Tréithe Pearsanta:

- **Passionate about sport**
Dúil mhór sa sport
- **Excellent communication and interpersonal skills**
Sár-scileanna cumarsáide agus pearsanta
- **Confident team worker**
Muiníneach ag obair mar chuid d'fhoireann
- **Ability to co-ordinate requirements between production, contributors and crew**
Cumas combordaithe idir léiriú, rannpháirtithe agus criú
- **Understanding of various department needs and responsibilities, including health and safety**
Tuiscint ar riachtanais agus dualgais ranna difriúla, sláinte agus sábháilteacht ina measc

Other requirements/ Riachtanais eile:

- Full clean EU Driving Licence / *Ceadúnas tiomána AE iomlán agus glan*
- Working knowledge of Irish an advantage / *Tuiscint ar an nGaeilge mar bhuntáiste*
- Ability to work weekends and out of hours / *A bheith in ann obair ag an deireadh seachtaine agus taobh amuigh d'uireanta gnó*

Key Interactions/ Plé rialta le:

Operations Manager/ *Bainisteoir Oibriúcháin*
Series Producer / *Léiritheoir Sraithe*

How to apply/ Déan Iarratas:

Please email your CV to hr@nemeton.ie by 22nd July 2022

Seol do CV ar ríomhphost chuig hr@nemeton.ie roimh 22 Iúil 2022.

Key Interactions:

Operations Manager
Series Producer