**Irish Interpreter – Job Description**

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| **Fostóir**  **/ Employer:** | Aisling Reilly MLA |
| **Teideal Poist**  **/ Job Title:** | Irish Interpreter (12.5hrs per week) |
| **Suíomh**  **/ Location:** | Parliament Buildings Stormont |
| **Salary** | £39,445 FTE (12.5 hours) |

**Príomhdhualgais phoist**

**/ Main job duties:**

* Assist MLA in making contributions in Assembly debates and in committee meetings in Irish.
* The successful applicant will be based in Parliament Building on plenary sitting days with the option of a hybrid work setting the remainder of the working week.
* Read material such as legislation, consultation, reports and rewriting it in specified language or languages. Follow established rules pertaining to factors, such as word meanings, sentence structure, grammar, punctuation and mechanics
* Aid MLA in writing speeches, motions, questions, in the medium of Irish.
* This list of duties is not to be regarded as exclusive or exhaustive. The employee is required to be flexible and to undertake such other duties as may reasonably be assigned.

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| MLA Signature |  |
| MLA Print |  |
| MLA Date |  |
| Employee Signature |  |
| Employee Print |  |
| Employee Date |  |

**SONRAÍ PEARSANTA / PERSONAL SPECIFICATION**

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| **Critéir / Criteria** | **Riachtanach**  **/ Essential** | **Inmhianaithe / Desirable** |
| Cáilíochtaí / Taithí Ábhartha  / Qualifications / Relevant Experience | Degree (or equivalent qualification) in Irish language studies. | Experience working in a Parliamentary role. |
| Scileanna agus inniúlachtaí  / Skills and competencies  *.* | Proficient in translations of technical terms and terminology to ensure that they are accurate and remain consistent throughout translation revisions.  Ability to work consistently and under pressure, independently and as part of a team, meeting deadlines.  Awareness of current affairs, cultures, and politics.  Competent in IT with excellent word processing skills.  Fluent Irish speaker with the capability of converting the written word from one language to another ensuring the original meaning is retained. |  |