

Recording Permit Volunteers

Overview:

Competitors' performances **cannot** be recorded in any format at Fleadh Cheoil na hÉireann without prior permission. Recording Permit desks are manned by volunteers who process these requests. They are located at specific competition venues and in locations such as the Fleadh (Information) Office.

Volunteer Duties:

- Provide a friendly welcome to Fleadh attendees
- Complete recording permit forms in accordance with CCÉ guidelines
- Securely retain copies of recording permits in accordance with CCÉ guidelines
- Provide Fleadh attendees with instructions as to what they must do with their permit and what it allows them to do
- Respond to queries from members of the public
- Occasionally Recording Permit volunteers may double up/swap roles with 'wristband' volunteers

Skills Required:

- Communication – must be comfortable talking to new people in a friendly and welcoming manner
- Communication – have a good level of English & have excellent written communication skills
- Organisational Skills - Attention to detail is a priority for this role
- Administration Skills – Prior experience in administration is advantage (not essential)
- Patience – be confident and calm when dealing with the public

Time Commitment:

Competitions are held from Friday 16th to Sunday 18th August. Volunteers are required at a variety of locations and shift times. While the majority of shifts start at 9am, 1pm and 5pm and last for 5 hours, some will start at alternative times such as 8am in Our Lady's College, Greenhills. Volunteers are welcome to enquire about shift availability and select a time and day that suits them.