



Irish Greyhound Board

Stipendiary Steward Job Opportunity

The Irish Greyhound Board (IGB) has responsibility for the promotion, regulation and on-going development of the Greyhound industry in Ireland. We are currently recruiting to fill two positions of Stipendiary Steward based in the east and north west of the country following a recent and upcoming retirement. The details of the roles are set out below:

Job Title: Stipendiary Steward

Objectives: The position is an important role in terms of overseeing, supervising and delivering the integrity of the greyhound industry in relation to; official race meetings, official trial sessions at licensed stadia, kennel inspections, oversight and promotion of welfare standards pursuant to the Greyhound Industry Act 1958 and the Welfare of Greyhounds Act 2011.

Key responsibilities of the role:

- Implementing the Racing Rules and associated regulations made pursuant to the Greyhound Industry Act.
- Random Kennel inspections / Assessing new applicants.
- Deputising for racing officials during racing and recorded trial sessions.
- Inspection of Licensed Stadia and supervision of Racing Officials.
- Conducting investigations for the regulation department.
- Serving welfare notices and issuing fixed payment notices.
- Court appearances.
- Welfare investigations / statements.
- Liaising with associated groups, charities and rehoming organisations such as the ISPCA, Dogs Trust, Local rescue centres.
- Co-ordination and supervision of testing teams.
- Testing to include post race testing. recorded trial sessions, sales meetings, out of competition.
- Inspection of Log book for veterinary treatments.
- Attendance at control committee meetings and enquiries.
- Inspections of meat feeders' licence.
- Professionally dealing with owners and trainers

Hours of Work

The role is a full-time role, 37.5 hours per week, 5 days per week with weekly rosters varying depending on the needs of the business. Evening, Weekend & Sunday working will be required as part of the role.

Education and Preferred Behaviours and Competencies

- Excellent inter-personal skills and team work skills
- Hold Strong knowledge of greyhound racing and the rules of racing.
- Strong Internal and External Customer service orientation
- Administrative, computer and office systems experience
- Excellent communication and report writing skills
- Flexible attitude to the role
- Have a full clean driving licence

Applications to include an update Curriculum Vitae should preferably be emailed to the Human Resources Department of IGB at the email address: hr@igb.ie or by post to the HR Department, Irish Greyhound Board, Greenpark, Dock Road Limerick on or before Friday 25th January 2019.

If an electronic application has been not acknowledged candidates should ensure to follow up with Human Resources (Tel: 061 448000).

IGB is an Equal Opportunities Employer