



THE UMBRELLA PROJECT CLG



#CES-2353813



THE UMBRELLA PROJECT, 78 O'Connell Street, Limerick, Co. Limerick, V94 8X68



No of positions : 1



Community Employment Programme



19.5 hours per week



[Community Employment Programme Rates](#)



04/09/2024



16/10/2024

## How to register your interest

To register your interest, take note of the scheme reference number and then:

- [Sign in](#) using your MyGovID account

( Search using the scheme reference number and submit your details )

or

Contact a case officer in your [local Intreo Office](#)



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## Production Assistant. The Umbrella Project.

### Application Details

Eligibility to participate on CE is generally linked to those who are 21 years or over and in receipt of a qualifying social welfare payment for 1 year or more or 18 years and over for certain disadvantaged groups. Your eligibility will have to be verified by the Department.

You can register your interest by selecting the 'Register your interest' button or you can contact an Employment Personal Advisor (EPA) in your local Intreo Centre.

### Job Description

#### Duties

This is a developmental opportunity, no experience necessary. Accredited training will be provided to support your career.

The Production & Venue assistant position who is passionate about the arts and enjoys working in a creative and dynamic environment. This flexible role supports the smooth running of Dance Limerick's venue. The ideal candidate will be reliable, proactive, and be interested to learn about the vibrant world of dance and live performance. The purpose of this role is to facilitate artists and audiences using Dance Limerick studio and performances spaces. This involves maintaining spaces so they are clean, tidy and safe for use. Duties will include,

Assist setting up lighting for productions, setting up stage, prepare audience area, meet and greet and seat patrons, prepare refreshments, help with coffee bar, general D.I.Y. keep buildings clean and tidy and organising and arranging audience areas. Ensuring the venue is a welcoming, organised, and professional space for both artists and the public. Any other relevant duties as required.

This position requires strong communication and interpersonal skills, with an open and friendly demeanour when dealing with the public. Enjoys working as part of a team, friendly manner when dealing with the public, have keen interest in performance, be self-motivated and ability to work on own initiative, work well under instruction and be discreet and confidential and Reliable, with a strong work ethic and attention to detail.. Please contact The Umbrella Project CLG Tel: 061-317220 or email [umbrellaprojectvacancies@gmail.com](mailto:umbrellaprojectvacancies@gmail.com) for more information.

- **Sector:** arts, entertainment and recreation