



Youth Work Ireland: North Connaught



#CES-2361243



Northside Community Centre, Holborn Hill,

Sligo, Co. Sligo, F91 N778



No of positions : 1



Community Employment Programme



19.5 hours per week



[Community Employment Programme Rates](#)



16/10/2024



27/11/2024

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](#)



Open your camera app & point here to view this ad online



Support Worker for Film Project (Northside Community Centre)

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.

Applicants should supply suitable character references and be prepared to complete a Garda vetting application form.

Job Description

Duties

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

To support the implementation of film courses and the overall development of the film project under the direction and guidance of the Film Tutor and Board of Management of the Northside.

- To provide administrative support for the film tutor.
- To work with course participants on their course content and assist them in preparing their portfolios for QQI accreditation
- To support ETB and the course tutor with promotion of courses and assist with recruitment.
- To assist on film locations
- To assist in promotion of the benefits of film work to community groups
- To be present and support at promotional events.
- To compile data base and administrative records as guided by Tutor
- Become familiar with maintenance, cleaning and safe keeping of all film equipment and ensure relevant standards are maintained.
- Become familiar with necessary paperwork and support the tutor in maintaining such system as permission slips, waivers needed when filming.
- Liaise with Administrative Assistants in Northside and support the promotion of events/activities on social media.

• **Sector:** administrative and support service activities

