





## How to apply

Application Method :

This programme is for jobseekers that are in receipt of a qualifying social welfare payment and those transferring from a social welfare scheme. Full eligibility details are available <u>here</u>



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# Programme Assistant - WPEP Scheme

### **Application Details**

This Work Placement Experience Programme provides Participants with an opportunity to gain meaningful work experience, learning and training while on the programme. This programme is for jobseekers who are in receipt of qualifying social welfare payments and those transferring from a social welfare scheme or an ETB Training Allowance. Your eligibility for this programme will be verified by the Department as part of the application process.

### **Job Description**

EVA leads in the commissioning and curating of contemporary art by artists, culminating in a programme of artistic encounters, exhibitions, and education projects, that takes place every two years across venues in Limerick city and beyond.

EVA is seeking a Programme Assistant to undertake a 6 month work placement during the 41st EVA International - Ireland's Biennial of Contemporary Art, which opens across Limerick city from 29 August through to 26 October 2025.

The selected candidate will develop skills through the following activities across the edition of the 41st EVA International:

Venue Operations. Providing operational support to the EVA venue team, managing the daily routine of appointed exhibition and event venues.

Audience Engagement. Enhancing visitor engagement by mediating artwork with visiting public audiences, by assisting with on-site activities including tours and talks.

Coordination with Schools. Assisting in the coordination of primary and secondary school visits and the dissemination of education packs.

Administrative Support. Assisting the EVA team in the planning, delivery and evaluation of scheduled events.

The role commences from August 2025, and is open to eligible candidates of the Work Placement

Experience Programme (WPEP) initiative by the Department of Social Protection (DSP).

#### **Role Description**

#### **Formal Training**

Engaging in WPEP QQI Work Experience Module, developed by the Education & Training Boards in collaboration with the DSP.

#### Informal training

Venue Operations. On-the-job training, shadowing experienced staff members, and receiving guidance on the daily routine of managing exhibition and event venues.

Audience Engagement. Learning about the artwork and exhibitions on display, understanding the target audience, and developing mediation skills to engage visitors effectively.

Schools' Coordination. Learning about the curriculum requirements of schools, understanding the EVA team's coordination processes, and developing communication skills to work effectively with teachers.

Arts Administration. Learning about the EVA team's planning and evaluation processes, understanding the administrative systems in place, and developing organisational skills to assist with event planning and delivery.

• Sector: arts, entertainment and recreation

### **Career Level**

Not Required

#### **Candidate Requirements**

(Essential)

• Minimum Experienced Required (Years): 0