



Mercy Family Centre



#CES-2403476



MERCY FAMILY CENTRE, Brown Street

South, Dublin 8, D08 W6Y0



No of positions : 1



Community Employment Programme



19.5 hours per week



[Community Employment Programme Rates](#)



21/07/2025



01/09/2025

How to register your interest

To register your interest, take note of the scheme reference number and contact an Employment Personal Advisor (EPA) in your [local Intreo Office](#)



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Gallery & Communications Assistant

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.

To register your interest 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.

Gallery & Communications Assistant

Programme Support, Office Support, General support. This position will involve first hand interactions with artists and the curator/directors in preparing exhibitions s part of the newly funded Artist Initiated Programme. This position will also involve hands on skills with power tools for gallery building maintenance and upkeep of the gallery.

The role will include documenting exhibitions, events, workshops and talks, and preparing content for dissemination to internal and external media channels.

This is a great opportunity. Training will be provided to support your career.

Free training is provided as part of this role.

Please contact Femi on 01-4543713 for further information or forward letter of interest and CV to cescheme@mercyfamilycentre.com

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