



ARDEE AND DISTRICT COMMUNITY TRUST



COMPANY LIMITED BY GUARANTEE



#WPEP-2427811



Dee Hub, Market Street, Ardee, Co. Louth,

A92 Y590



No of positions : 1



Work Placement Experience Programme



As per WPEP guidelines



Work Placement Experience Programme



13/01/2026



10/03/2026

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 [here](#)



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Youth Work 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

Youth Work Assistant – Work Placement Experience Programme (WPEP)

Organisation: Mid Louth Youth Service / Ardee and District Community Trust CLG

Location: Ardee, Co. Louth

Duration: 6 months

Mid Louth Youth Service is offering a Youth Work Assistant placement under the Work Placement Experience Programme (WPEP). This placement provides an opportunity for an eligible jobseeker to gain hands-on experience in youth and community work while developing practical and transferable skills in a supported environment.

Under the supervision of experienced Youth Work staff, the participant will:

Assist in the planning and delivery of youth programmes and activities

Support young people in a safe, inclusive, and positive environment

Assist with group work, workshops, and recreational activities

Support administrative tasks and record keeping

Assist staff in the day-to-day running of the youth service

Adhere to child protection, health & safety, and organisational policies

Skills and Experience Gained

Practical experience in youth and community work

Communication, teamwork, and leadership skills

Understanding of youth work principles and safeguarding

Increased confidence working with young people

Enhanced employability and CV development

(Garda Vetting required)

This is a training and development placement. The participant will assist experienced Youth Workers at all times and will not be assigned core responsibilities or left unsupervised.

Learning Outcomes:

Gain knowledge of youth work principles, ethics, and professional practice

Develop communication, teamwork, and leadership skills

Learn about good relations, inclusion, and equality

Gain an understanding of community-based youth services

Day-to-Day Activities (Supervised)

Assisting with youth programmes and activities

Supporting group work, workshops, and outreach

Preparing resources and materials

Supporting attendance records and evaluations

Attending team meetings, training, and supervision

Role Description

The participant will receive a combination of formal and informal training throughout the placement to support skill development, learning, and employability within the youth and community sector.

Formal training will include completion of accredited and sector-recognised courses, including OCN Level 1 Award in Good Relations and OCN Level 1 Award in Leadership, delivered by Mid Louth Youth Service in partnership with LifeHack. The participant will also complete a Child Protection Awareness Programme delivered by NYCI. These courses will provide structured learning in equality, inclusion, leadership, safeguarding, and professional practice.

Formal Training Plan (60 Hours Total)

Accredited / Sector-Recognised Training (20 Hours)

OCN Level 1 Award in Good Relations – 10 hours

Provider: Mid Louth Youth Service (MLYS) & LifeHack

OCN Level 1 Award in Leadership – 10 hours

Provider: Mid Louth Youth Service (MLYS) & LifeHack

Child Protection Awareness Programme – 4 hours

Provider: NYCI

Informal and on-the-job training will be delivered through induction, shadowing, observation, and supervised participation in youth work activities. The participant will receive training in child protection and safeguarding procedures, health and safety, confidentiality, and professional boundaries. They will assist experienced Youth Workers in planning and delivering youth programmes, supporting group work, workshops, and recreational activities.

On-the-Job / General Training (40 Hours)

Induction to Mid Louth Youth Service

Shadowing Youth Workers

Youth engagement and group facilitation skills

Programme planning and evaluation

Policies and procedures, including safeguarding and health & safety

Communication, teamwork, reflective practice

Ongoing supervision and feedback

All training will be delivered in a supported and supervised learning environment in line with WPEP requirements.

The participant will also receive training in practical skills such as communication, teamwork, youth engagement, group facilitation, organisation, and basic administrative tasks including record keeping and attendance monitoring. Regular supervision, mentoring, team meetings, and reflective practice sessions will support ongoing learning, personal development, and confidence building.

All training will be delivered in a supported and supervised learning environment, ensuring the participant assists experienced staff at all times and is not assigned core responsibilities, in line with WPEP requirements.

- **Sector:** other service activities

Career Level

- Not Required

Candidate Requirements

(Essential)

- **Minimum Experienced Required (Years):** 0