



Garter Lane Arts Centre



#CES-2437131



GARTER LANE GALLERY, 5 O'Connell  
Street, Waterford, Co. Waterford, X91 ER27



No of positions : 1



Community Employment Programme



19.5 hours per week



[Community Employment Programme Rates](#)



05/03/2026



16/04/2026

## 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](#)



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



## Building Attendant

### 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.

- To welcome all patrons attending various workshops;
- To be the point of contact with Studio Artists working in the Studios;
- To monitor maintenance and cleaning;
- To ensure all patrons sign in and out when visiting the building and a record of these numbers is updated regularly on the shared drive;
- To undertake minor maintenance work around the Centre;
- To support the visual arts production team in the preparation and maintaining of gallery spaces;
- Set up of equipment and preparation of different areas for various meetings and classes;
- To supervise the collection of refuse and recycling at the Centre;
- To liaise with the Front of House Manager / CE Supervisor with regard to Health & Safety procedures;
- To be responsible for the security of the building including opening and locking the arts Centre.

Please contact Derek Corcoran CE Supervisor to apply at [derek@garterlane.ie](mailto:derek@garterlane.ie) or 0877705234.

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