



West Cork Training & Development Scheme

Ltd



#CES-2443475



12 Barrack Street, Bantry, Co. Cork, P75 H429



No of positions : 1



Community Employment Programme



19.5 hours per week



[Community Employment Programme Rates](#)



17/04/2026



29/05/2026

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](#)



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Caring Co-ordinator (Local Link Bantry)

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.

The position of Caring Coordinator with Local Link Cork will involve coordinating the Caring Project and general associated office duties on a part time basis Monday through Friday. All employment is dependent on ongoing available funding or contracts. The base is in Bantry. A part time working week is 19.5 Hours. The position of Caring Coordinator will involve the provision of clerical and administrative support, either as part of a team or individually. Link with the volunteers who provide a telephone service to older people in the Community under the Caring Project. Help with rostering and supporting the Volunteers on a weekly basis and provide telephone support to the older people where necessary. Be responsible for promotion of the overall service including recruiting service users, volunteers and publicity.

- **Sector:** information and communication