



PICES (CE Scheme) / Southside Partnership

DLR



#CES-2443920



HOLLY HOUSE COMM DEV PROJECT, Holly House, 85 Holly Court, Co. Dublin, A96 N239



No of positions : 1



Community Employment Programme



19.5 hours per week



[Community Employment Programme Rates](#)



21/04/2026



02/06/2026

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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Project Worker - Afterschool Programme Loughlinstown

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.

Purpose Of The Position:

Assist with designing, planning, organising and delivering the Afterschool, Homework Club & Summer Project activities to children and young people in Holly House Resource Centre and the surrounding area.

Hours Of Work:

19.5 hours per week. Monday – Friday Afternoons

Main Duties and Responsibilities:

- Active participation to support the running and delivery of designed Afterschool programmes and Mid-Term / Summer activities for children and young people.
- Assist with planning, organising and delivery of registration evenings including relevant form filling, programme dates and activity information for parents.
- Prepare the resources needed for children / young peoples programme activities.
- Ensure that children attending the centre and participating in activities are treated with respect and dignity at all times.
- Involve children and young people in the planning, design and review of activities.
- Maintain group records of attendance and any other associated documentation.
- Carry out evaluations of the programme activities and it's effectiveness in supporting children

and young people.

- Engage and build partnerships with key local stakeholders including parents, other agencies and community groups.
- Assist with the promotion of community integration, diversity and acceptance.
- Observe and enforce a policy of strict confidentiality at all times in relation to all aspects of the work.
- Work on your own initiative and as part of a team to ensure a high quality of service delivery.
- Attend training relevant to the post (including Child Protection Training, Understanding Challenging Behaviour etc.)
- Comply with all Southside Partnership DLR procedures including Health & Safety and the Child Protection Policy.
- Active participation in Southside Partnership DLR team activities / staff events.
- Attend all relevant PICES / SSP DLR training sessions and meetings

General Duties:

- Answer the door or phone and take messages.
- Open and lock the centre when necessary.
- Ensure that visitors sign in and out of the centre.
- Undertake other relevant duties as may be assigned from time to time by the Project Co-ordinator.

Candidate Requirements:

- A person who has personal qualities of integrity, credibility and an interest in working with children and young people is essential.
- An ability to work effectively, respectfully and inclusively with people from different backgrounds is required.
- Work on his / her own initiative and as part of a team to ensure a high quality of service delivery.
- Develop and maintain good working relationships with co workers, parents, service users and community groups.

Basic IT skill an advantage.

For further information contact Tim Reidy, PICES Supervisor 087 3689573 or email tim.reidy@sspship.ie

- **Sector:** administrative and support service activities