



PROMENADE ARTS DESIGNATED ACTIVITY

COMPANY



#JOB-2448470



Co. Cork,



No of positions : 1



Paid Position



29 hours per week



22000.00 Euro Annually



14/05/2026



31/05/2026

How to apply

Application Method :

Please apply to the vacancy by the following means:

URL :

<https://www.promenade.ie/post/we-are-hiring>



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



General Manager

Application Details

In order to work in Ireland a non-EEA National, unless they are exempted, must hold a valid employment permit. Please review the [Eligibility and requirements for an employment permit](#) if you are unsure of your eligibility to apply for this vacancy.

Job Description

General Manager (Contract)

Fee: €44,000 per annum pro-rata (FTE 0.5 / 2.5 days per week) including 1.5% pension contribution.

Contract Length: 1 July 2026 until 31 March 2028.

Location: The usual place of work will be in Cork City. Promenade is currently seeking a full-time office space for the team to work in at least 3 days per week; in the interim, the employee will work remotely.

Deadline for applications is midnight Sunday 31st of May.

Promenade is seeking a part-time General Manager on a contract basis to support the organisation's operational, financial, and strategic development from July 2026 to March 2028. Promenade works across circus, participatory arts, spectacle, public arts, and street arts, supporting ambitious and contemporary artistic projects.

The General Manager will oversee the day-to-day management of the organisation, including finance, governance, HR, operations, and project support, while working closely with the Creative Director and artistic team. The role includes responsibility for budgeting, cashflow management, payroll oversight, reporting, contracting artists and suppliers, maintaining organisational systems, and supporting strategic planning and programme delivery.

The successful candidate will also coordinate project logistics, recruitment processes, internal communication systems, and operational support for events and artistic activity. The position requires a highly organised and systems-focused manager with strong financial administration skills, experience in governance and HR processes, and the ability to manage multiple priorities collaboratively.

Applicants should have at least three years' experience in management or senior administration, excellent communication skills, and confidence using financial software such as Xero, Sage, or Surf Accounts. Experience within the arts sector or performing arts environment is desirable.

Full details on how to apply including a detailed job description & application form are available on our website: <https://www.promenade.ie/post/we-are-hiring>

Promenade is committed to inclusivity and diversity. We particularly welcome applications from communities currently underrepresented in the Irish arts landscape.

Applicants must supply a fully completed application form. Please email your application to Ciara O Mahony at ciara@promenade.ie with the subject line "General Manager".

Deadline for applications is midnight Sunday 31st of May.

This role is through Promenade's Creative Production Supports programme and funded by the Arts Council of Ireland.

- This vacancy is suitable for Remote/Blended working
- **Sector:** arts, entertainment and recreation

Career Level

- Experienced [Non-Managerial]