



DTEN Community Employment Project CLG



#CES-2453785

BALLYFERMOT ADVANCE PROJECT LT, La



Fanu House, 3B Raheen Park, Dublin 10, D10
XF29



No of positions : 1



Community Employment Programme



19.5 hours per week



[Community Employment Programme Rates](#)



17/07/2026



28/08/2026

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 Support Worker

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.

Job Description

Duties

This is a developmental opportunity, no experience necessary. Accredited training will be provided to support your career.

- Develop and maintain links with drug users, their parents/spouses/siblings/partners and the wider community
- Actively engage with service users while in drop in
- In conjunction with team members assist in the planning, delivery and evaluation of a low threshold open access Drop In service.
- Ensure service user involvement in all aspects service delivery
- To actively engage in the preparation of light breakfast, lunch and refreshments.
- To undertake housekeeping/care taking duties of the Drop In facilities.
- To support service users in obtaining information or making phone calls etc in relation to their care plan.
- To maintain and update accurate day-to-day records of the Drop In service and its various activities.
- Insure that other staff keep up to date recording of drop-in when they are responsible for the drop-in.
- To support Project Workers in their day to day work within the Drop In service.
- To assist with Initial Assessments as required.
- Liaise professionally and competently with local agencies
- Participate fully at client review meetings and liaise closely with team members working with significant others
- To advocate on behalf of BAP clients as and when required.
- Should challenging circumstances arise notify the Team Leader.
- To participate in Outreach when required as part of the Outreach team.

- To support and co-facilitate groups when required.

- **Sector:** human health and social work activities