



Killala Community Council Newstart CLG



#JOB-2465051



Killala Community Centre, Ballina Road,
Killala, Co. Mayo, F26 C9K8



No of positions : 1



Paid Position



37.5 hours per week



To be Confirmed



20/08/2026



04/09/2026

How to apply

Application Method :

Please apply to the vacancy by the following means:

Address:

[The Company Secretary, Killala Community Council](#)

[Newstart, Killala Community Centre, Ballina Road,](#)

[Killala, Co Mayo](#)



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Community Centre 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

We are a busy Social Enterprise organisation which manages Killala Community Centre from where we provide a wide range of services and activities for the local community including services to the Elderly; Community Transport; Training, as well as providing facilities for meetings; sports and social events.

Duties of post to include:

- Organising and overseeing the services, activities and fund-raising events in the Centre in line with HSE and Department of Transport regulations
- Managing the work of the Pobal funded CSP including its Staff and volunteers
- Overseeing the financial management of the company in conjunction with Directors
- Compiling Business Plans and funding applications on behalf of the project
- Any other duties as assigned by the Directors from time to time in line with the work of the CSP

The ideal candidate will:

- Have experience in staff and financial management
- Have at least two years' experience of working in a community setting
- Be flexible and self-motivated
- Have good IT and communication skills
- Have a full clean driver's license

Salary is in line with and subject to continued funding from the Department of Rural and Community Development under the Community Service Programme.

Applications to include CV should be submitted in confidence to: The Company Secretary, Killala Community Council Newstart, Killala Community Centre, Ballina Road, Killala, Co Mayo by 2.00pm on Friday 4th September 2026

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

Career Level

- Managerial

Candidate Requirements

(Essential)

- **Minimum Experienced Required (Years):** 2
- **Minimum Qualification:** Level 4 (incl Leaving Certificate/ Leaving Certificate Applied/ Leaving Certificate Vocational Programme) **OR** Managerial

(Desirable)

- **Ability Skills:** Customer Service, Financial
- **Competency Skills:** Leadership, Management
- **Specialising In:** budgeting; managing staff; community work; experience in finances
- **Driving Licence:** Full: B