



Tinahely Community Employment CLG



#CES-2466315

TINAHELY COMM EMPLOYMENT OFF,



Market House, Dwyer , Tinahely, Co. Wicklow,
Y14 HR88



No of positions : 1



Community Employment Programme



19.5 hours per week



[Community Employment Programme Rates](#)



27/08/2026



08/10/2026

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](#)



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



Temporary 6 month Maternity Cover- Venue assistant @ Courthouse Arts Centre

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.

To be competent to train for the following tasks

Assisting with marketing and PR material and distribution of posters / programmes throughout the season

Booking office, ICT skills, correspondence, administration experience. ticketing, seating and event management, hospitality

Be available to work outside normal 09.00 -17.00 hrs when required due to shows/ exhibitions/ performances being held .

Teamwork

To assist with the Friends of the Courthouse programme.

- **Sector:** other service activities