



SLIABH AUGHTY COMMUNITY

DEVELOPMENT ASSOCIATION LIMITED



#CES-2471185



WOODFORD HERITAGE CENTRE,

Woodford, Co. Galway, H62 HP57



No of positions : 1



Community Employment Programme



19.5 hours per week



[Community Employment Programme Rates](#)



21/09/2026



02/11/2026

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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Family History Research Assistant

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.

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Job Description

Duties

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

Heritage Project Research Assistant based at Family History Heritage Centre.

Duties will include:

- transcribing of historical documents to online databases
- assisting with queries from the public in relation to family history/ genealogy
- cataloguing of historical documents and other research resources
- working on own initiative to ensure materials are transcribed in preparation for events
- assisting with exhibition preparations for Heritage Week.

19.5 hours per week and working hours are flexible to suit a person's situation. Local training options will be offered to support career and job goals.

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