



Comhpháirtíocht Leader Waterford Leader  
Phort Láirge Partnership



An Roinn Coimirce Sóisialaí  
Department of Social Protection

## MAOIRSEOIR TÚS Á EARCÚ

Is mian le Comhpháirtíocht LEADER Phort Láirge Teo, CTR, Maoirseoir Tús a earcú.

Is ‘Tionscnamh Socrúchán in Obair Phobail’ é Tús a chuireann deiseanna gearrthréimhseacha, oiriúnacha fostaíochta ar ardcaighdean ar fáil do dhaoine atá dífhostaithe ach atá ag cur raon leathan de sheirbhísí ar leas an phobail ar fáil i gcomhthéacsanna ilghnéitheacha pobail.

### Is éard a bheidh i gceist leis an ról ná:

- Socrúcháin oibre in eagraíochtaí agus i suíomhanna pobail a aithint
- Agallamh a chur ar rannpháirtithe féideartha chun iad a chomhoiriúnú do shocrúchán oiriúnach oibre
- An scéim a chur chun cinn agus a riar
- Maoirseacht a dhéanamh ar rannpháirtithe, monatóireacht ar chúrsaí ama agus tinrimh san áireamh
- Taifid chuí a choimeád i bhformáidí scríofa agus ríomhaireachta
- Comhlíonadh riachtanais sláinte agus sábháilteacha a dheimhniú agus a mhaoirsiú
- Sceidil oibre a leagan amach, a bhainistiú agus a mhonatóiriú agus spriocanna a bhaint amach
- Oiliúint oiriúnaithe d’obair a sholáthar
- Táirgeacht na rannpháirtithe a bhainistiú chun go dtiocfaidh siad le hionchais na bpobal
- Dualgais eile a bheidh riachtanach i gcomhair oibríocht ordúil Tús.

### Ionad Oibre:

Beidh an Maoirseoir lonnaithe i Lios Mór, Contae Phort Láirge ach d’fhéadfadh taisteal laistigh den Chontae a bheith riachtanach chun do chuid dualgas a chomhlíonadh, de réir mar a leagfadh Comhpháirtíocht LEADER Phort Láirge CTR amach.

### Coinníollacha Oibre:

- Beidh 39 uair a chloig in aghaidh na seachtaine le hoibriú ag an maoirseoir.
- Luach Saothair: €31,005.00 in aghaidh na bliana (cuirfear scála incriminteach i bhfeidhm as sin amach)
- Beidh tréimhse phromhaidh i bhfeidhm ar feadh sé mhí ar a laghad.
- Tréimhse bhliana a bheidh i gceist sa chonradh tosaigh agus beidh sé in-athnuaite faoi réir feidhmíocht shásúil agus cistiú leanúnach don Chlár Tús ón Roinn Coimirce Sóisialaí.

### Riachtanais:

Ceadúnas Iomlán Tiomána	Inniúlacht oibriú mar chuid d’fhoireann
Réamhthathí bhainistíochta/mhaoirseachta	Inniúlacht chun réiteach agus tacú le rannpháirtithe a léiriú
Scileanna maithe TF agus riaracháin	Eolas ar ghníomhaíochtaí agus obair phobail
Caighdeán maith oideachais	Scileanna maithe cumarsáide agus idirphearsanta

Chun iarratas a dhéanamh ar an bpost seo seol do CV agus litir iarratais trí **ríomhphost** chuig [info@wlp.ie](mailto:info@wlp.ie) nó tríd an **bpost** chuig:

**AN RIARTHÓIR, COMHPHÁIRTÍOCHT LEADER PHORT LÁIRGE CTR, TEACH JOHN BARRY, PÁIRC GHNÓ LEASA MÓIRE, LIOS MÓR, CO. PHORT LÁIRGE, P51 XVP6**

Tabhair do d’aire le do thoil go mbeadh gá le hImréiteach an Gharda Síochána don phost seo.

Dáta deiridh chun iarratas a dhéanamh ná

**4 i.n. Dé Luain 20 Márta 2023**



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## **RECRUITMENT OF A TÚS SUPERVISOR**

**Waterford LEADER Partnership CLG. wishes to recruit a Tús Supervisor**

Tús is a ‘Community Work Placement Initiative’ that provides short-term quality and suitable working opportunities for people who are unemployed while at the same time carrying out a broad range of services of benefit to the community in a variety of community settings.

### **The role will involve: -**

- The identification of work placements in community organisations and settings
- Interviewing potential participants to be matched to a suitable work placement.
- Promotion and administration of the scheme
- The supervision of participants, including monitoring time and attendance
- Maintaining appropriate records in both written and computerised formats
- Ensuring and supervising compliance with health and safety requirements
- Setting, managing, and monitoring work schedules and attaining targets
- Delivery on work-specific training
- Managing the output of the participants to match the expectations of the communities.
- Other duties required for the orderly operation of Tús.

### **Work Base:**

Location of Supervisor will be Lismore, County Waterford, however, it may be necessary to travel within the County to carry out your duties as WLP CLG may require.

### **Conditions of Work**

- Supervisor will be required to work a 39-hour week
- Remuneration: €31,005.00 per annum (with an incremental scale to apply thereafter)
- A probationary period of at least six months will apply.
- Initial contract will be for a one-year period and can be renewed subject to satisfactory performance and the continued funding of the Tús Programme by the Department of Social Protection.

### **Requirements: -**

Full driver’s licence	Ability to work as part of a team
Previous management/supervisory experience	Demonstrate ability to relate to and support participants
Good IT and administration skills	Knowledge of community activities and work
A good standard of education	Good communication and inter-personal skills

To apply for this position please forward your CV and letter of application by **email** to [info@wlp.ie](mailto:info@wlp.ie) or by **post** to:  
**THE ADMINISTRATOR, WATERFORD LEADER PARTNERSHIP CLG, JOHN BARRY HOUSE, LISMORE BUSINESS PARK, LISMORE, CO. WATERFORD. P51 XVP6**

Please note Garda Clearance will be required for this position.

Closing date for applications: **4 p.m. Monday 20<sup>th</sup> March 2023**