



Comhpháirtíocht Leader Phort Láirge
Waterford Leader Partnership

Part-time Project Support Worker – Rural Recreation Team

Waterford LEADER Partnership CLG invites applications from suitably qualified persons for the role of Part-time Project Support Worker on the Rural Recreation Team, supporting the delivery of the Mountain Access Project in Co. Waterford.

Background

Waterford LEADER Partnership (WLP) CLG is a Local Development Company delivering a number of programmes, projects and initiatives in partnership with local communities and statutory agencies to provide a range of technical, funding, training and development supports, all aimed at helping to develop and deliver services and facilities which meet local needs.

Waterford LEADER Partnership supports rural recreation via the Walks Scheme and Mountain Access Project (MAP), administered by WLP on behalf of the Department of Rural and Community Development and the Gaeltacht (DRCDG). The Rural Recreation Officer (RRO) has responsibility for the day-to-day running of the Walks Scheme and MAP in Co. Waterford. A part-time project support worker is currently being sought to assist in the roll-out of the MAP in the Comeragh Mountains.

Job Description

The role of the Project Support Worker will be to provide support for the RRO on an ongoing basis to progress the Mountain Access Project.

Key Responsibilities:

- Administrative support for the Mountain Access Project (MAP) and the RRO.
- Identify and compile a comprehensive register of landowners through engagement with County Councillors, landowners, and other local knowledge sources, as well as databases such as Landdirect.
- Coordinate, schedule, and hold face-to-face meetings with landowners and farmers to communicate the MAP to landowners, and sign landowners up to the project.
- Maintain detailed and accurate records of communications, meeting notes, and stakeholder engagement outcomes.
- Organise quarterly MAP Forum meetings and provide administrative support to the independent Chair.
- Establish an effective communication system with landowners and Forum members.
- Contribute to communications and promotional activities, including establishing social media channels, developing promotional materials, and coordinating events.
- Research and identify potential sources of core and capital funding from European and Irish bodies such as the Heritage Council, Fáilte Ireland, and Local Authorities.



Comhpháirtíocht Leader Phort Láirge
Waterford Leader Partnership

- Assist in coordinating the development of the Management and Maintenance Plan in collaboration with the RRO and the Comeragh MAP Forum.
- Identify immediate maintenance requirements across priority access points and trails in the Comeragh mountains.

Qualifications, Knowledge and Expertise:

Qualifications

- The candidate must be in a state of health such as would indicate a reasonable prospect of ability to render regular and efficient service in this post, that will involve outdoor work.
- The candidate must have a qualification and experience relevant to the role. A 3rd level qualification would be desirable.
- Relevant experience in dealing with the farming community is preferable.

Communication and Interpersonal Skills

- Possess excellent communication and interpersonal skills.
- Have an ability to work on his/her own initiative and work in close association with a number of stakeholder organisations such as the Department of Rural and Community Development and the Gaeltacht, Waterford City and County Council, National Parks and Wildlife Service, Coillte and other relevant stakeholders.
- Be able to demonstrate an ability to work as part of a team.
- Experience of communicating and resolving issues would be desirable.

Community and Rural Understanding

- Knowledge of and interest in countryside recreation and trails and/or trail development.
- Possess a good knowledge and understanding of issues facing rural communities and the challenges of upland farming.
- Have experience of working in community organisations in a professional or voluntary capacity.

Administrative and Professional Skills

- Possess excellent administrative & organisational skills.
- Proficiency in the use of the Microsoft Office suite of programmes.
- Knowledge of relevant State & EU funding sources.
- Experience of developing policy proposals and writing funding applications/ proposals.
- A willingness to undertake training in areas relevant to the post.

Essential Requirements

- A full current driving license and access to your own/private transport.
- A flexible approach to working hours – a small number of evening meetings will be involved in the role.



Comhpháirtíocht Leader Phort Láirge
Waterford Leader Partnership

Duration: A fixed-term contract of 12 months.

Location: Position will be based in the Waterford LEADER Partnership office in Lismore, Co. Waterford.

Remuneration: €39,225 per annum pro-rata, 2.5 day equivalent.

Hours per week: 2.5 days per week, 19 hours per week which can be divided over two days and one morning. Working week Monday to Friday.

Shortlisting may apply. A panel may be formed from which future positions can be filled.

To apply email a letter of application and current CV, to info@wlp.ie by 5 pm Thursday 30 April 2026.

Interviews are expected to take place on **Friday 8 May 2026 in Lismore P51XVP6**

Waterford Leader Partnership CLG is committed to a policy of Equality of Opportunity in its employment practices.