



An Roinn Coimirce Sóisialaí
Department of Social Protection



SOUTH KERRY DEVELOPMENT PARTNERSHIP CLG
Wishes to recruit
TÚS SUPERVISOR Full-time (Killorglin/Mid Kerry Area)

The work initiative, “TÚS – Community Work Placement”, 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 and in a variety of community settings.

THE ROLE WILL INVOLVE:

- Promotion and administration of the scheme
- The supervision of participants, including monitoring time and attendance
- Maintaining appropriate records in both written and digital formats and reporting to management
- Supervision of compliance with health and safety requirements
- Setting, managing and monitoring work schedules and attaining targets
- Identifying new work areas for the scheme in conjunction with the local community, sporting and voluntary groups
- Delivery on work-specific training
- Managing the output of the participants to match the expectations of the communities
- Working in co-operation with RSS and TÚS supervisors and SKDP staff
- Other duties required for the orderly operation of TÚS

REQUIREMENTS:

- Previous supervisory experience desirable
- Demonstrate ability to relate to and support TÚS participants
- Ability to work as part of a team
- Computer literacy
- Knowledge of community & voluntary group activities and work
- A good standard of education
- Good communication and inter-personal skills
- Full driver’s licence and own transport
- Knowledge of general maintenance

The salary scale for the post is €32,574.41 to €36,891.26 per annum. Appointment to this role is subject to the candidate’s eligibility to work in Ireland.

Full particulars of the position are available from Marie Garvey, South Kerry Development Partnership CLG, by telephone 066 9472724 or by email info@skdp.net

To apply, Please forward a full CV and letter of application to:

**Noel Spillane, Chief Executive Officer, South Kerry Development Partnership CLG,
West Main Street, Cahersiveen, Co. Kerry or by email to info@skdp.net**

not later than 5:00 p.m. on Friday 30th August 2024

South Kerry Development Partnership CLG is an equal opportunities employer which welcomes applications from any individuals with the relevant skills and abilities to help make its diverse workforce more effective.

South Kerry Development Partnership CLG acknowledges the assistance of the Department of Social Protection in supporting this post.