

Tipperary Public Participation Network: Community Mapping Worker (<https://www.activelink.ie/node/115475>)



Tipperary Public Participation Network (PPN) Inform, Strengthen & Empower Through Participation

Thurles Community Enterprise Centre (TCEC)
TUS Campus .Nenagh Road, Thurles, Co. Tipperary

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Funded by Dept. of Rural & Community Development

Community Mapping Worker

Contract: Full Time Temporary Contract (12 months) 35 hours a week

Reporting to: Tipperary PPN Coordinator and Project Steering Group

Salary: Current Salary Scale: €35,260, equivalent to Local Authority Grade IV position, commencing at the first point on scale

Annual Leave: 25 Days Per Calendar Year

Overall Purpose of the Post:

To engage, meet with and collate the community assets of local community groups across all five Municipal Districts (MDs) of Co. Tipperary. This will include the data capture and mapping of the community assets across these Municipal Districts, along with the capture of the level of capacity of the individual community groups and the potential training requirements of the managing community group.

Key Areas of Work:

- To network and engage with all community groups across the Municipal Districts in Tipperary
- To plan and organise meetings, report on the individual details of each community asset across the Municipal Districts in Tipperary
- To support the compilation and delivery of a services resource pack to the community groups as they are surveyed
- In collaboration with IT staff member, ensure information is captured and mapped
- To monitor and review the quality of information captured and recorded, linking back with the community group, if necessary
- To oversee Tipperary PPN's online presence, including website updates, social media strategy, and digital campaigns
- To provide monthly reports, and any other reports, as required, to the steering group with timely updates and outline the progress and outcomes of your meetings with community groups
- To have the ability to work in a team and liaise effectively with other team members to ensure timely delivery of the project
- To use all technologies and equipment, as required
- To complete essential necessary training, as required

Requirements/Personal Specifications:

Experience and Knowledge

- Relevant 3rd level qualification, advantageous but not essential
- Experience of working with community & voluntary organisations & voluntary committees, advantageous but not essential
- Knowledge & understanding of the Public Participation Network
- Knowledge of community development principles and values
- Good knowledge of GDPR practices

Skills and Abilities

- Be self-motivating and have the ability to organise and deliver your work schedule in a timely and efficient manner
- Effective communication skills, including fluency in written & spoken English.
- Demonstrate initiative, good interpersonal and teamwork skills
- Excellent IT skills, including word processing, spreadsheets, managing databases, social networking etc.
- Excellent report writing and organizational skills
- Ability to work as part of a team when required
- Ability to work on evenings and/or weekends, if necessary
- Possess a full clean driver's licence and access to own transport for project delivery

Hours of Work

The normal working hours will be 35 hours per week

The person employed will be based in the Tipperary PPN office, though the worker will be expected to travel throughout the county as required.

To Apply:

Applications will only be accepted on the application form (attached below) and should be received by email only not later than **5pm on Monday 26th May 2025**

The application form, when completed, should be sent by email to the Tipperary PPN Coordinator at coordinator@ppntipperary.ie (mailto:coordinator@ppntipperary.ie)

Region

Co Tipperary

Date Entered/Updated

7th May, 2025

Expiry Date

26th May, 2025

Attachment

[Job Application form CMW Final May 25.docx](#)

Size

140.71
KB

Source URL: <https://www.activelink.ie/vacancies/community/115475-tipperary-public-participation-network-community-mapping-worker>