

## **Offaly Local Development Company: Community Development Worker - Enterprise Support (Part Time)** **(<https://www.activelink.ie/node/116527>)**



### **Job Title: Community Development Worker (Enterprise Support)**

**Contract Type: Part-time (3 days/week)**

Offaly Local Development Company (OLDC) delivers multiple programmes and supports to empower individuals and communities across Offaly including Social Prescribing on behalf of the HSE and the Social Inclusion and Community Activation Programme (SICAP) on behalf of Offaly Local and Community Development Committee (LCDC). This role will contribute to the achievement of the aims of the Social Inclusion Pillar within OLDC, which is to reduce poverty and promote social inclusion and equality through local, regional and national engagement and collaboration.

### **Purpose of the Role**

The Enterprise Support Worker will play a key role in supporting individuals and community groups in establishing and sustaining self-employment and social enterprise initiatives within the Company. The role focuses on promoting economic independence, fostering entrepreneurship, and supporting inclusive economic participation among disadvantaged communities.

### **Key Responsibilities**

#### **Entrepreneurial Support:**

- Provide one-to-one mentoring and group-based training to individuals interested in starting or developing their own business or social enterprise.
- Assist with business planning, market research, legal structures, compliance, and financial forecasting.
- Facilitate access to relevant funding supports.
- Coordinate tailored enterprise training in areas such as marketing, bookkeeping, business registration, and digital skills.

#### **Community Engagement:**

- Proactively engage with target communities to promote enterprise opportunities and increase awareness of supports available.
- Identify and support potential social enterprise initiatives in collaboration with community groups and other stakeholders.
- Build relationships with local partners, including LEO, education providers, and employment services.

#### **Monitoring and Reporting:**

- Maintain accurate and timely records for the company reporting system.
- Track progress of individual clients and community groups through business development stages.
- Prepare reports and case studies to demonstrate impact and inform future planning.

#### **Collaboration and Development:**

- Work closely with team members throughout Offaly Local Development Company to ensure integrated service delivery.
- Contribute to the strategic development of enterprise supports within the company.
- Attend relevant training, meetings, and networking events to stay informed of best practices and emerging opportunities.

## Essential Requirements

- Third-level qualification in Business, Community Development, Social Enterprise, or a related field.
- Proven experience in enterprise development, small business support, or social entrepreneurship.
- Knowledge of target groups and an understanding of the barriers to enterprise faced by marginalised individuals.
- Strong facilitation, mentoring, and communication skills.
- Ability to work independently and as part of a multidisciplinary team.
- Competency in IT systems and data management (especially Excel and CRM systems like IRIS).
- Full clean driving license and access to own transport.

## Desirable Attributes

- Experience working within a community development or social inclusion framework.
- Knowledge of funding sources and supports available for enterprise and social enterprise in Ireland.
- Familiarity with LEADER, LEO, Pobal, or similar national/local support agencies.

**Salary:** €36,234 pro rata

**Duration of Contract:** Specific purpose contract to 31st December 2025

**Location:** Offaly

## To apply

Please forward letter of application and Curriculum Vitae outlining qualifications and work experience relevant to the role as outlined to:

CEO,  
Offaly Local Development Company,  
Millennium House,  
Main Street,  
Tullamore,  
Co. Offaly  
[057 9352467 \(tel:0579352467\)](tel:0579352467)

Applications are also accepted by emailing [info@offalyldc.ie](mailto:info@offalyldc.ie) (<mailto:info@offalyldc.ie>)

**Application to arrive no later than 5.00pm on July 11th 2025**

***Offaly Local Development Company is an Equal Opportunities Employer***

**Region**  
Co Offaly

**Date Entered/Updated**  
30th Jun, 2025

**Expiry Date**  
11th Jul, 2025

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