Spraoi
Connecting Communities

CANDIDATE INFORMATION PACK

# Spraoi WorkAbility Programme Lead

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# Introduction

## About Spraoi agus Spórt

Spraoi agus Spórt is a multi-award-winning social enterprise and registered charity based in Carndonagh, Co. Donegal, at the heart of the Inishowen Peninsula.

Founded in 2010, we are driven by a mission to create an inclusive and vibrant community where every individual and family can thrive.

Our work fosters rural regeneration through innovative, inclusive, and sustainable programmes that address the unique challenges of our region.

## Aims & Objectives

Spraoi agus Spórt is committed to:

**Empowering individuals and families:** Designing innovative programmes that promote health, well-being, and personal growth.

**Promoting inclusivity and diversity:** Ensuring equal opportunities for all, regardless of income, ability, or social background.

**Enhancing education and skills:** Providing high-quality STEAM education to support personal and professional development.

**Fostering creativity and innovation:** Delivering impactful STEAM education and programmes that empower individuals to develop creative skills and pursue opportunities in emerging industries

**Building community connections:** Fostering collaboration, engagement, and mutual support to create a sense of belonging.

**Enhancing rural regeneration:** Through employment pathways, training, and addressing disadvantage, we strengthen our community's social and economic fabric.

## Main Activities

Spraoi agus Spórt delivers diverse, impactful programmes through three core workstreams:

- Community & Inclusion
- Innovation & Learning
- Sustainability & Circular Economy

## Core Hubs

Within the workstreams we have six core hubs:

**Child & Family Hub:** Offering parent-toddler groups, inclusive youth clubs, creative arts workshops, and holiday camps.

**Digital Creative Lab:** Equipping young people with skills in coding, robotics, and digital fabrication, including the innovative Inishowen Gaming Academy.

**Circular Economy Hub:** Promoting sustainability through upcycling, repair cafés, and retail initiatives like Síoraí Clothing and Sustainable Home stores.

**Community Childcare:** Providing affordable and inclusive childcare services tailored to children with additional needs.

**Garden Centre & Nursery:** Serving as a hub for sustainability training and biodiversity projects.

**Rural Regeneration Projects:** Initiatives like Tús Nua and plans for a purpose-built Child & Family Hub.

Our **Digital Creative Lab** plays a key role in delivering Science, Technology, Engineering, Arts, and Mathematics (STEAM) education and training. Our innovative programmes support children, young people and adults in developing valuable digital skills and knowledge for creative projects and future careers.

## Vision

A vibrant and inclusive community where every individual and family thrive, and rural regeneration flourishes.

## Mission

Spraoi agus Spórt is dedicated to empowering individuals and families in our community through exceptional recreational and creative programmes.

We strive to foster social cohesion, create opportunities for growth and development, and contribute to the rural regeneration of our area.

By embracing excellence, engagement, inclusion, and sustainability, we aim to make a lasting positive impact across our community.

## Values in Action

This role embodies Spraoi agus Spórt's core values:

**Empathy:** Develop programmes that address the diverse needs of the community, fostering accessible and supportive learning environments.

**Inclusion:** Create inclusive spaces where community members of all backgrounds feel welcome.

**Impact:** Achieve measurable educational, social, and community benefits that contribute to the sustainable development of the region.

**Community:** Engage the local community through STEAM activities, workshops, and educational events, fostering a sense of belonging.

**Collaboration:** Partner with local businesses, schools, and educational institutions to expand the impact of STEAM education and create mutually beneficial projects.

**Sustainability:** Champion creativity and technology in education, ensuring that learners develop skills relevant to the future of work and emerging industries.

**For more information about Spraoi agus Spórt and our work, visit www.spraoiagussport.ie**

# About the Role

## Spraoi WorkAbility Programme Lead

The Spraoi WorkAbility Programme Lead will be responsible for planning and implementing a range of activities and programmes within the Slí Workability Programme on a day-to-day basis.

They will support programme design and lead operational performance on an innovative programme of employment support and training for participants with disabilities and additional needs across Inishowen; liase with employers to engage with the programme; organise stakeholder events; and work alongside the Slí Workability Officer to ensure that recruitment, training, administration and outcome targets are met.

Direct training and support of Service Users is a key element of the role, alongside the elements outlined above. You will report directly to the Operations Manager: Innovation & Engagement.

# Key Responsibilities

## WorkAbility Programming

- Contribute to the planning, development, and delivery of innovative WorkAbility training, work placement and support programmes, ensuring alignment with the Pobal outcomes.
- Lead the implementation of the WorkAbility programme for up to 350 participants with disabilities and additional needs, including direct delivery and the management and allocation of resources for additional delivery.
- Develop and manage relationships with a range of employers in diverse sectors across Inishowen to facilitate work placements and paid employment roles for Slí WorkAbility participants.
- Manage the scheduling of activities and management of resources to ensure that programme delivery runs smoothly, on schedule and within agreed budgets.

# Key Responsibilities (continued)

- Ensure integration of Spraoi WorkAbility programming with the wider Spraoi agus Sport provision across all relevant areas of operation, including the Garden Centre, Síoraí, Creative Lab, Circular Economy Hub & Administration Hub.
- Ensure compliance with all relevant safeguarding, inclusion, health and safety and GPDR requirements, and any other similar requirements as determined by Pobal and Spraoi agus Sport.
- Represent and advocate for Spraoi WorkAbility and Spraoi agus Sport in peer networks and stakeholder events as required.
- Manage and co-ordinate a range of freelance trainers and tutors to ensure the highest standards of delivery and the embedding of a culture of excellence from all involved in the delivery and management of the Spraoi WorkAbility project.
- Work with the Spraoi WorkAbility Programme Officer to ensure that all project reporting is completed accurately and on time in accordance with the requirements of the funder.

## Health & Safety Compliance

- Prioritise and enforce safety measures, ensuring all participants understand potential risks and safe operating procedures for equipment.
- Regularly inspect machinery and tools to maintain safe operation and compliance with health and safety regulations.
- Ensure the first aid box is always stocked and accessible.
- Maintain a safe environment for programme participants and staff, reporting any health and safety concerns to management.

All staff are required to be flexible and to work as part of a team, to ensure the organisation achieves its goals, This job description is not intended to be a comprehensive list of all duties involved and consequently, the post holder may be required to perform other duties as appropriate to the post which may be assigned to them by the Operations Manager – Innovation & Engagement and the CEO from time to time.

# About You

## Person Profile

The ideal candidate will be experienced and empathetic in working with people with disabilities and additional needs, with a passionate belief in inclusion at all levels. You will have experience as a trainer/facilitator and in programme design and delivery, and some knowledge around working with a funding body such as Pobal. You will be comfortable engaging with a diverse range of stakeholders - from employers and sectoral bodies to service users and their families and have an awareness of the compliance issues and practicalities of working with vulnerable adults. You will be strongly motivated by the positive difference that you can make to people's lives and keen to play a key role in a dynamic and innovative social enterprise.

## Key Attributes

- **Empathetic & Organised:** Passionate about inclusion and able to manage diverse tasks simultaneously.
- **Motivational & Inspiring:** Able to foster enthusiasm and confidence in learners, employers and stakeholders from diverse backgrounds.
- **Adaptable & Flexible:** Willing to work evenings and weekends when required and able to tailor content to different learning needs.
- **Organised & Detail-Oriented:** Capable of managing resources effectively and ensuring smooth programme delivery.

## Skills & Experience

## EDUCATION

- A third-level qualification in a relevant discipline (ie health/social care; education; inclusion etc) is desirable; however, extensive relevant experience in inclusion, employability, or a related field, will also be considered.

## EXPERIENCE

- At least 3 years' experience gained as part of the programme lead function in a busy environment.
- Experience of planning, implementing, and reviewing programmes for individuals with a disability.
- Experience in training or teaching individuals with disabilities.
- Experience of working in and the administration of a funded programme.

# About You (continued)

## Skills

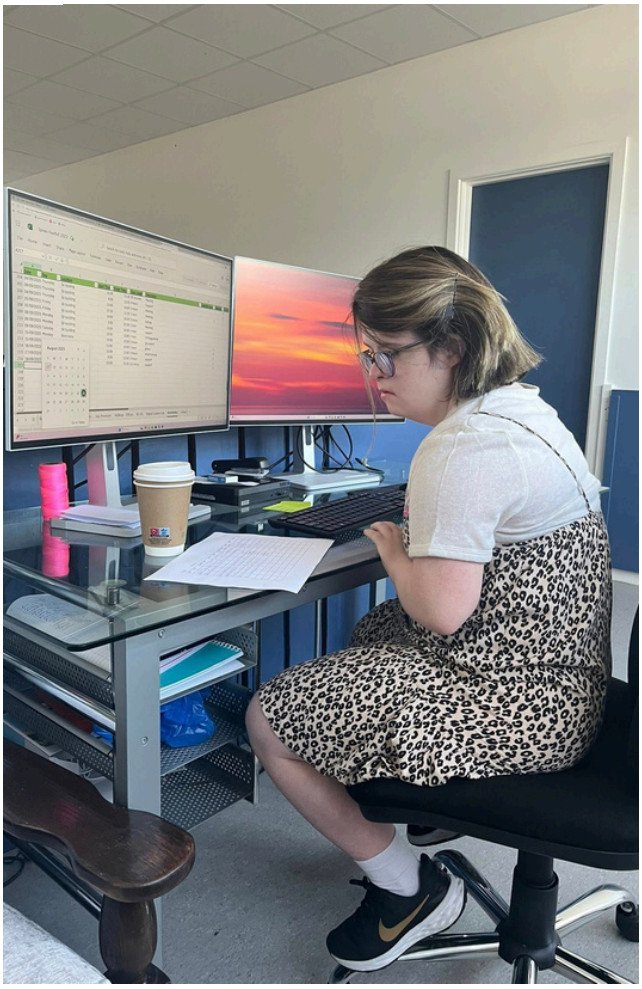
- Demonstrated leadership and relationship management skills
- Must be highly organised, forward-thinking and detail driven.
- Excellent written & verbal communication skills, alongside a flexible, positive and adaptable appraoch are fundamental requirements of the post.

# Additional Information

- This is a full-time permanent role. The role requires a 37.5-hour working week and includes a 6-month probationary period.
- The successful candidate can expect to a competitive salary, commensurate with experience.
- The Programme Lead will report directly to the Operations Manager: Innovation and Engagement
- Flexible working hours will be required from time to time, including evenings and weekends.
- The annual leave entitlement is 20 days plus public holidays.
- The position is Carndonagh-based, with travel throughout Donegal for programme delivery.

**For application details, visit:**
**www.spraoiagussport.ie/jobs/**

# How to Apply



## Equal Opportunities

Spraoi agus Spórt is an equal opportunities employer and welcomes applications from all sections of the community.

## Sending CV

To apply for this role, please email your CV and a tailored cover letter outlining your suitability for the role, detail your experience and competency level with software packages, and address the key responsibilities and skills outlined above, to hr@spraoiagussport.ie by **5PM on 26th November 2026**, with the subject line of your application as "Spraoi agus Spórt – Spraoi WorkAbility Programme Lead."

## Discussion

For a confidential discussion about this role, please contact us via the above e-mail to arrange a call.

## Accessibility

It is Spraoi agus Spórt's policy to ensure that as much accommodation as possible is conducted to facilitate the participation of individuals with a disability in the recruitment process and the workplace. If you require any specific accommodations, please let us know.

# Please Note

- It is envisaged that first round interviews will be held week commencing 14th December 2026
- Second round interviews, if required, will take place the following week.
- Interviews will be in person in Carndonagh.
- The successful candidate will ideally be in place by Jan/Feb 2027.
- Any offer of employment is subject to receipt of two satisfactory references.
- Applicants should have the right to work in Ireland.
- Candidates must possess a full clean driving licence and have their own transport.
- **Spraoi agus Spórt is a smoke and vape free workplace.**
- More information on Spraoi agus Spórt can be found on their website: www.spraoiagussport.ie.

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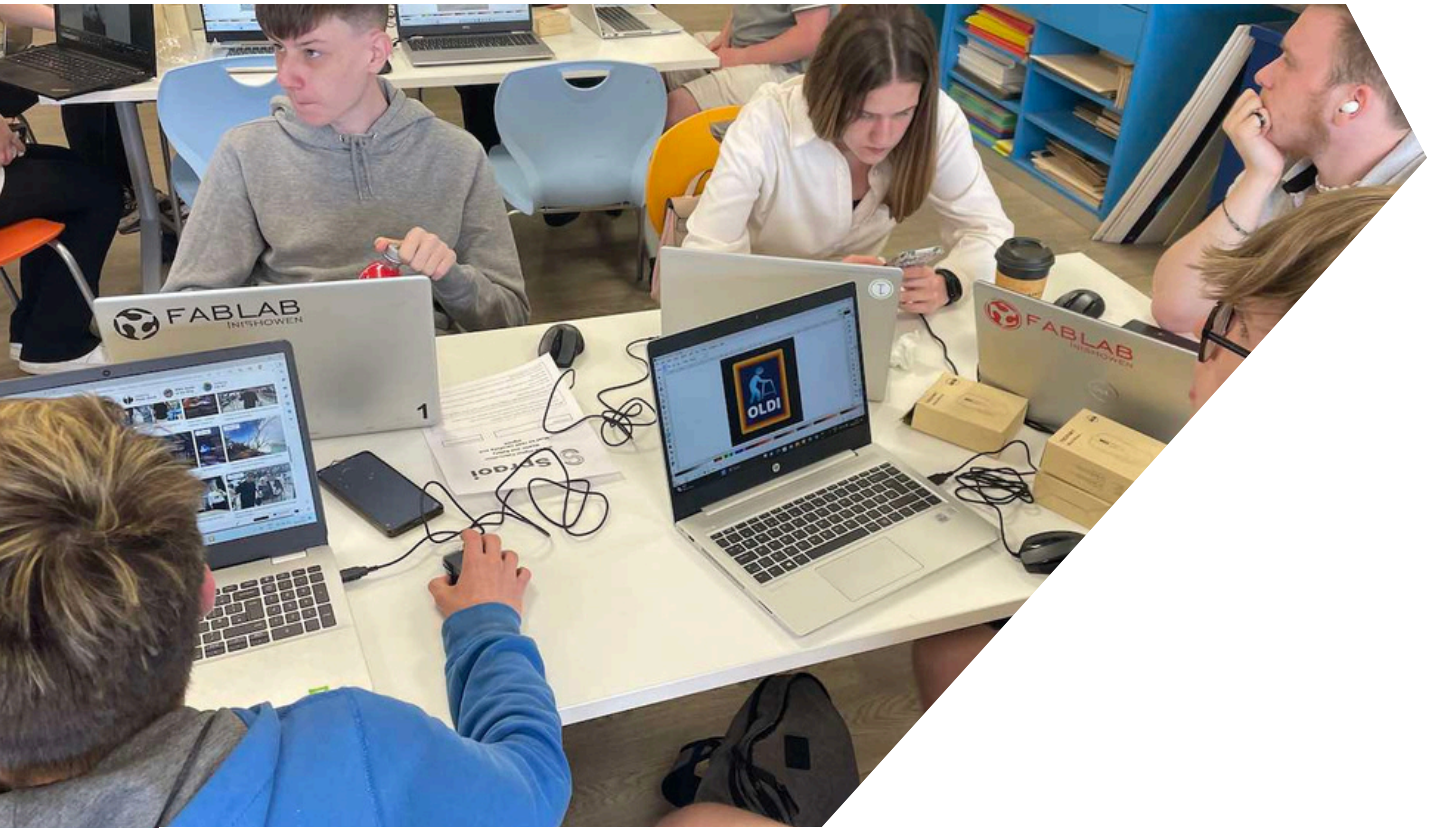


# Contact Us

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