

ADVERT ID 247710

General

Finglas Community Training Centre

Grove Industrial Estate Dubber Cross Finglas

MAIN DETAILS

Status: Active
Level: Other Education
Date Posted: Thu Jan 8 2026
Application Closing Date: Mon Jan 19 2026
Commencement Date: Mon Jan 26 2026
Status of Post: Fixed-term
Number of Vacancies: 1

POST DETAILS

Title:
Career Guidance Advocate

Description:
Finglas CTC is seeking a motivated and learner-focused Career Guidance Advocate to join our team on a temporary basis. The successful candidate will support learners in identifying career pathways, progressing to employment or further education, and overcoming barriers to participation and progression.

Key Responsibilities

- Provide one-to-one career guidance and advocacy support to learners
- Assist learners with career planning, CV preparation, and interview skills
- Support progression to employment, apprenticeships, further education, or training
- Liaise with employers, education providers, and relevant support services
- Maintain accurate records, reports, and learner progression data
- Contribute to learner reviews and centre planning processes
- Promote equality, inclusion, and learner wellbeing in all aspects of the role

Essential Criteria

- Relevant qualification in Career Guidance.
- Experience working with young people and/or adult learners, particularly those facing barriers to employment or education
- Strong interpersonal, communication, and advocacy skills
- Knowledge of education, training, and employment pathways in Ireland
- Ability to work independently and as part of a multidisciplinary team
- Strong organisational and IT skills

APPLICATION REQUIREMENTS

- Letter of Application
- CV (Digital)

Applications may be submitted by

- Email
- Post

APPLY TO THIS JOB VACANCY

Apply To: The Manager
Finglas CTC
Grove Industrial Estate
Dubber Cross
Finglas
Dublin 11
D11AWF5

County: Dublin

Postal District: Dublin 11

Enquiries To: conor@finglasctc.com

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