

### ABOUT THE ARK

The Ark is a dedicated cultural centre for children. Our purpose is to realise children's right to art and culture with ambition and joy. We do so by commissioning, producing and presenting fun and ambitious art for, by, and about children from birth to twelve. Our work is also our advocacy.

We share the work of brilliant and daring Irish and international artists in our award-winning, purpose-designed home in the heart of Dublin's Temple Bar, as well as in-person and online in schools, in libraries, in early years and care settings around Ireland. We seek to engage children in the places and spaces and on the platforms that are meaningful to them. We often work in partnership with others as artistic collaborators or to advance the diversity and inclusivity of our engagement with children.

Child participation is at the heart of our practice. We work closely with our Children's Council and have a robust model of child participation embedded across all of our programmes. Consultation with children actively, comprehensively informs all our decision-making.

As firm advocates of children's right to art and culture and as leaders in participatory practice, we regularly share our resources and knowledge with artists, educators and all those interested in child-centred arts practice. We also curate specific professional development opportunities for teachers and artists, and work with other like-minded organisations to advance children's rights to art and culture as part of their learning and development.

In April 2024 we published [The Ark Strategy 2024-2028](#) which sets out our ambition to be a thriving, inclusive, sustainable, climate-friendly organisation, recognised for the integrity, influence and impact of our work in realising children's right to art and culture.

Building on our leading, rights-based, child participation practice we will innovate to further engage children as co-creators in the artistic process. Together, through ongoing collaboration with diverse artists we will create playful, experimental art for today and imagine the art of the future.

To mark our 30th anniversary in 2025, we broadened our audience for children from birth to 12, establishing an equitable and profound early years practice to include babies in our programming for the first time.

We will continue to be a vocal champion of the arts and of artists and a trusted advocate for children, working closely with them and on their behalf, to ensure their right to art and culture is meaningfully realised in both policy and practice.

With these commitments and by living our values: dreaming big, thinking ahead, opening hearts and minds, showing kindness and care, and, of course, having fun, The Ark will remain at the heart of artistic life for children in Ireland.

### THE ROLE

The Ark Children's Council Additional Needs Assistant is a new role created to support members of the Children's Council who may be neurodivergent and/or have additional needs. The role will work in collaboration with the Engagement & Participation Artist in Residence who is the lead facilitator for the Children's Council session. The Children's Council meet at least once a month, usually on Saturday mornings from October to July.

This role connects to our strategic objective to transform our engagement with children. Despite significant policy developments, inequalities in children's ability to participate in art and culture

continue to exist. This role will offer children with additional needs support if, and when, they need it, allowing them to fully participate in the Children's Council.

### Reporting

This role will report to the Engagement & Participation Manager.

### KEY RESPONSIBILITIES:

- Support children with additional needs to participate in regular drama-based workshops and visual arts workshops, group conversations, Q&A sessions with artists, feedback sessions and other creative activities.
- Supporting children with transitions between sessions, activities, and different spaces, including supervision during breaks.
- Ensure that the child is at the centre of their work, taking every opportunity to encourage and celebrate their voices, their creativity, their opinions and their ideas.
- To work closely with the Engagement & Participation Artist, Shaun Dunne and Engagement & Participation Coordinator Esti Errazquin to ensure the successful delivery of the Children's Council.
- This list is not exhaustive as the role will be shaped by the needs of the participants.

---

### Requirements for the role:

- Significant experience working with children who are neurodiverse and/or who have additional needs.
- Previous experience working with children, in an arts-based context would be an advantage.
- Flexibility and willingness to work in both The Ark in Temple Bar as well as in off-site locations.

### Personal Attributes:

- An enthusiasm for work with children and young people.
- Ability to work co-operatively and within a team structure.
- Able to work autonomously and take initiative.
- Excellent communication skills and a friendly and outgoing manner.
- The ability to quickly build trust and a positive relationship with both children and adults.
- An interest in the arts and culture.
- Excellent organisational skills and attention to detail.
- Flexible in approach, adaptable in working style, and open to change.
- Ability to manage difficult behaviour or sensitive situations calmly and effectively.

### Rate of Pay

The role is paid a daily rate of €150 (the pro-rata equivalent of an annual salary of €39,000). Accrued holiday pay is paid quarterly or on request.

### Contract

**This is a part-time role, with a guaranteed one day per month. The contract will run for a fixed term period from October 2025 to the end of July 2026.**

Additional days may be available, depending on the needs of the Children's Council's programme and your own availability. The schedule for the core Council sessions will be agreed at least one month in advance.

### Working Hours

The working hours for a Children's Council Day will primarily be daytime one Saturday per month, with the hours varying based on activity but no more than 7 hours per day from 9.30am.

The schedule for October-December is Saturday 11 October, Saturday 8 & Saturday 29 November, and Sat 13 December and the Additional Needs Assistant would be required at all sessions. The schedule for 2026 will be created in discussion with the Additional Needs Assistant, taking in their availability where possible.

Work will generally take place in our venue in Temple Bar, as well as occasional offsite activities or visits.

---

### HOW TO APPLY

Interested candidates are invited to apply by completing / providing the following items:

1. A CV highlighting your relevant experience for this role.
2. A covering letter outlining your experience and reason for applying for the role.

Please send your application by email only to Al Russell, General Manager at [al@ark.ie](mailto:al@ark.ie) with subject line 'Children's Council ANA'. You can also use this email address for any questions that you may have.

**The closing date for applications is Monday 15 September at 5pm.** *Late applications will not be accepted.*

Please note that successful candidates will be required to provide proof of identity and complete our Garda vetting process.

All applications will be treated in the strictest confidence. The Ark is committed to creating a diverse environment and is proud to be an equal opportunity employer. The Ark's Equality, Diversity & Inclusion Policy can be found [here](#).

### Interview Dates and Selection methods

- Initial short-listing of candidates will be on the basis of the information contained in their CV and covering letter.
- Candidates who are short-listed will be invited to attend for interview to be held in-person at The Ark in w/c 22 September.
- In line with our data protection policy, we will only use the information that you provide for the purposes of this recruitment process. On completion of the process, your information will be securely retained for a maximum of 6 months before being erased.