

ADVERT ID 151708

## Assistant

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### St Stephens NS

25 Patrick Street, N/A  
<https://gmail.com>

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#### MAIN DETAILS

**Status:** Deactivated  
**Level:** Pre-School  
**Date Posted:** Mon May 31 2021 12:40:33  
**Application Closing Date:** Wed Jun 16 2021  
**Commencement Date:** Wed Sep 1 2021  
**Status of Post:** Temporary Full Time

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#### SCHOOL DETAILS

**School Type:** Mainstream  
**School Structure:** Vertical  
**Gender:** Boys  
**School Patronage:** Catholic  
**Classification:** DEIS 1  
**Total No. of Teaching Staff:** 31  
**Current Enrolment:** 384  
**Droichead school:** Yes

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#### POST DETAILS

**Additional Information:**

Pre-School Room Assistant

Role: To support and assist in the provision of sessional care of the highest quality in a holistic setting for children in their ECCE year.

Reports to: The Room Leader

Duties and Responsibilities

Conduct observations of children under the direction of the room leader

Follow the policies and procedures of the service at all times

Cleaning, tidying and storage of equipment and toys after use

Co-ordinate the implementation of activities suitable for different groups

Maintain room, and equipment, to ensure the health and safety of children at all times

Ensure a good standard of hygiene

Organise materials and toys to the benefit of children

Support children's developments – emotional, social, physical and cognitive in carrying out activities

Attend meetings and undergo training as required

Be aware of Safeguarding procedures and advise manager should you have any concerns about a child

Maintain strict confidentiality.

Perform other reasonable and relevant duties as may be assigned from time to time

Person Specifications

Minimum FETAC Level 5 in Childcare

Ability to work as part of a team

Kindness, warmth and responsiveness to the needs of children

Good Communication and Relating Skills with children, staff and parents

Knowledge of relevant legislation and regulations  
FETAC Level 5 in Occupational First Aid

The hours are 9.10 - 12.10 contact time 5 days a week. Non-contact time 2.5 hours per week.  
Pay rates under review and will depend on the qualifications of the successful candidate. Yearly contract.

#### APPLICATION REQUIREMENTS

- Curriculum Vitae
- Covering Letter
- References

Applications may be submitted by

- Post

#### APPLY TO THIS JOB VACANCY

**Roll Number:** 150461  
**Apply To:** Sinead Lowe  
25 Patrick Street,  
Waterford  
**County:** Waterford  
**Enquiries To:** [ststephensbns@gmail.com](mailto:ststephensbns@gmail.com)  
051 871716  
**Website:** <https://gmail.com>

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