

ADVERT ID 228163

Room Leader

St Bernards NS

Abbeylara Abbeylara Granard N39K773

<https://abbeylarans.ie>

MAIN DETAILS

Status: Active
Level: Pre-School
Date Posted: Thu Dec 5 2024 12:26:27
Application Closing Date: Fri Jan 3 2025
Commencement Date: Tue Feb 4 2025
Status of Post: Permanent Part-Time

SCHOOL DETAILS

School Type: Mainstream
School Structure: Vertical
Gender: Co-Educational
School Patronage: Catholic
Total No. of Teaching Staff: 3
Current Enrolment: 28
Droichead school: Yes

POST DETAILS

Additional Information:

Afterschool Room Leader Required

Duties / Responsibilities

- * Manage the day to day school age setting (Safety, care and welfare of staff and children)
- * Plan and implement afterschool activities
- * Liaise with Classroom Assistant and Board of Directors
- * Support parents/guardians to access government programmes
- * Maintain paperwork/policies and ensure their implementation
- * Update Early Years Hive Portal, oversee child registrations and keep up to date with applications / grants
- * Ensure compliance with TUSLA and Pobal record keeping requirements.

Eligibility Criteria:

- * Minimum Level 5 QQI Childcare
 - * One year's experience in a similar setting
 - * Strong work ethic, commitment, flexibility and dynamic
 - * Excellent communication skills, IT and administration skills
 - * Ability to work on own initiative and as part of a team
 - * Passionate about working with children
 - * References Required
 - * 2pm-6pm (20 hours per week)
 - * 38 Week Contract; Monday to Friday (as per school calendar)
- Email Application to stbernardsafterschoolchairman@gmail.com

APPLICATION REQUIREMENTS

- Curriculum Vitae
- Covering Letter

Applications may be submitted by

- Email
- Post

APPLY TO THIS JOB VACANCY

Roll Number: 15122V
Apply To: Chairperson
St. Bernard's Afterschool CLG
Abbeylara
Granard
N39K773
County: Longford
Enquiries To: stbernardsafterschoolchairman@gmail.com
Website: <https://abbeylarans.ie>

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