

ADVERT ID 247456

Special Needs Assistant

St Joseph's SS

Moyola Lane Thomas Hynes Road Newcastle Galway H91K095
<https://www.stjosephsschool.com>



MAIN DETAILS

Status: Active
Level: Primary
Date Posted: Thu Dec 18 2025
Application Closing Date: Sun Jan 4 2026
Commencement Date: Mon Jan 19 2026
Status of Post: Standard SNA
Number of Vacancies: 1

SCHOOL DETAILS

School Type: Special School
School Structure: Vertical
Gender: Co-Educational
School Patronage: Other
Total No. of Teaching Staff: 15
Current Enrolment: 81
Droichead school: Yes

POST DETAILS

Panel of Applicants:

An internal panel of suitable applicants may be set up to fill vacancies which may occur within a specific time period (four months for teacher posts and the duration of the school year for SNA posts) from the date on which the Board approves the successful candidate.

Additional Information:

Special Needs Assistant (SNA) Positions

The Board of Management invites applications for Special Needs Assistant (SNA) posts, subject to allocation by the Department of Education.

We are seeking kind, calm, and motivated individuals with a genuine passion for supporting pupils with very complex needs, who are interested in developing a long-term career in special education and contributing positively to the life of the whole school.

Available Positions

1 x Standard SNA post

1 x 0.5 SNA post (covering a Career Break)
Hours: 8:55am–2:15pm, Monday, Tuesday and Friday

1 x Temporary SNA post (covering a Career Break)
Fixed-term contract to end August 2025

1 x Longer-term substitute post (likely January–June)

In addition, a panel will be formed from which substitute cover and any further SNA vacancies

that may arise over the next 6 months will be filled.

Key Responsibilities

Assist in the care, support, and supervision of students with special educational needs.

Support pupils with very complex needs using calm, consistent and effective de-escalation techniques.

Work collaboratively with teachers and the wider school team to implement Individualised Education Plans (IEPs) and Positive Behaviour Support Plans.

Promote inclusion and contribute to a safe, supportive and respectful school environment.

Demonstrate flexibility, professionalism and the ability to work calmly under pressure.

Engage positively as a team player, with an understanding of the school community as a whole.

Person Specification

A caring, patient and kind approach to working with children.

Ability to remain calm in challenging situations and follow de-escalation strategies.

Strong commitment to teamwork and to making a meaningful contribution to the whole school.

Flexible, reliable and able to respond to the changing needs of pupils and the school.

Experience is desirable but not essential; applicants without experience will be considered where they can demonstrate a proven commitment to the role and to special education.

Application Process

Applicants should submit three files:

Short CV

Letter of application outlining suitability and relevant experience

Completed Standard Application Form for SNAs

Applications must be submitted by email to:
decembersna2025@stjosephspns.ie

Interview Process

Shortlisting will apply.

Successful candidates will be notified by email and invited to meet us for interview on Tuesday, 13 January 2026.

Only candidates selected for interview will be contacted.

Additional Information

We also welcome expressions of interest for Bus Escort work and for inclusion on our SNA Substitute Panel.

For further information, please email:
theoffice@stjosephspns.ie

Important Notes

Appointment is subject to current Garda Vetting requirements and compliance with relevant Department of Education circulars.

APPLICATION REQUIREMENTS

- [It is a requirement to hold a valid Statutory Declaration and to complete the Form of Undertaking for this position.](#)
- Letter of Application
- [Standard Application Form for SNA Posts - in English](#)
- CV (Digital)

Applications may be submitted by

- Email

APPLY TO THIS JOB VACANCY

Roll Number: 19047H
Apply To: decembersna2025@stjosephspns.ie
County: Galway
Enquiries To: theoffice@stjosephspns.ie
Website: <https://www.stjosephspnschool.com>

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