

St. Anne's Day Nursery: Childcare Assistant **(<https://www.activelink.ie/node/109352>)**

St. Anne's Day Nursery, Sharman Crawford Street, Cork, are delighted to announce an exciting position within their Early Learning and care and School Aged Service.

St. Annes's are currently recruiting a full time Childcare Assistant

This post is a full time contract for 52 weeks at 35 hours per week. The closing date is **Friday 2nd August**.

Interviews to be held the week of August 12th

Please apply with a cover letter and CV, clearly marked for the position you are applying for in the subject line to manager@stannesdaynursery.ie (mailto:manager@stannesdaynursery.ie) by 12pm on 2nd August

Job Description- Early Years Assistant

Job Title: Nursery: Core Staff- Early Years Educator

Location: St Anne's Day Nursery, Sharman Crawford Street, Cork

Job Purpose: St. Anne's Day Nursery aims to provide quality affordable childcare to those parenting alone, participating in education/ training/ employment and those who are vulnerable and of disadvantage. The nursery provides full day care, sessional day care, and afterschool care and allocates places for referrals from the Child Protection Team in Tusla and/ or State Statutory Support Agencies.

Terms of employment: 35 hours per week, €23,660 per annum This is a full-time role with 21 days annual leave entitlement on a 52 week contract

Key Areas of Responsibility:

- Day to day responsibility for children attending the service, including their physical and developmental care
- To inform the Childcare Manager of any concerns regarding any child's development and/ or progress
- Implement and monitor routines designed to ensure a high standard of care for the children in the group
- Be aware of the needs of the children across the nursery • Be aware and implement the policies and procedures of the Nursery as implemented by the management and Board of Directors
- Planning, reviewing and implementing activities/ programmes appropriate to individual and group needs
- Keep up to date individual child development portfolios • Ensure regular anecdotal records for each child
- Maintain evidence of the child's development through the use of photographs, work samples and/ or other appropriate media
- Help to design, plan and review the curriculum and implement the frameworks of Siolta and Aistear into the curriculum
- Working co- operatively with Parents
- Choosing, organizing, presenting and caring for the equipment, materials and environment
- Organise cleaning and maintenance of the equipment, environment; to ensure that all equipment is available for the children in the correct location, to keep records of cleaning conducted on a daily basis, to rotate all equipment on a term basis and to report any damage to the Childcare manager
- Vigilance for signs of non-accidental injury, sexual abuse, neglect, social and emotional abuse and developmental delay

Person Specification

Post: Nursery Core Staff- Early Years Educator

Location: St Anne's Day Nursery, Sharman Crawford Street, Cork

Reporting to: Nursery Manger

Qualification Minimum - QQI Level 5 Experience Minimum 2 years experience in childcare and education, including training placements and experience of working with children aged 1 year to 12 years of age

Knowledge ·

- Demonstrates a knowledge of the Childcare Regulations 2016, and working within the frameworks of Aistear and Siolta ·
- Demonstrate a knowledge of Early Childhood development, and recording a child's progress in the main areas of development

Personal Qualities

- An understanding of the needs of young children and their parents
- Flexibility
- Good organizational abilities
- Understanding of the need to work as part of a team
- Good interpersonal skills in communicating with parents, and other professionals working within the sector
- Participation in child related educational courses, talks and workshops
- To be flexible with the changing development needs of the Nursery

This job description is not exhaustive

St Anne's is an equal opportunity employer

Region

Cork

Date Entered/Updated

4th Jul, 2024

Expiry Date

2nd Aug, 2024

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