

## **Barnardos: Programme Assistant (Part Time) – Limerick South** **(<https://www.activelink.ie/node/114594>)**



**Ireland's leading children's charity is recruiting:**

### **Programme Assistant – Limerick South**

**Location:** Southill, Limerick South

**Contract:** Part Time (22 hours per week) Fixed Term Contract

**Salary:** €15,523 - €18,868 pro-rata based on 22 hours per week

### **Why work at Barnardos?**

Are you a purpose driven individual who is passionate about making a difference and helping some of society's most vulnerable children? At Barnardos, we pride ourselves on delivering impactful services that make a difference to the lives of children and families across Ireland.

We believe that childhood lasts a lifetime. As trauma informed specialists our core purpose is to provide the necessary support for children to overcome childhood adversity, embedding a trauma informed ethos and practice into every service we provide.

### **What we can offer you?**

As a Programme Assistant, we appreciate the value of your time when providing essential support to our services, that's why we have the necessary support structures and network in place that will allow you to make a real impact on the lives of children across Ireland. We also offer the following:

- Barnardos offers a competitive salary – recognising the experience you bring to the role
- Generous annual leave entitlements plus discretionary Company days
- Employee pension scheme with employer contribution/ Company Sick Pay Scheme
- Access to regular trauma informed support, supervision, training and many other professional development opportunities
- Tax saver and bike to work schemes in operation
- Access to the Employee Assistance/Wellbeing programme for employees and their immediate family members

### **What's the role and service?**

We are looking for a Programme Assistant to help provide a safe, child-centred environment / experience to children attending the Limerick south early years' service. This project provides a range of services to the most vulnerable children and families in the Southill, Limerick area including early years, practical family support, advice, and advocacy.

### **What will my day to day look like?**

In this role you will focus on supporting a child / children and their group to engage with the curriculum in our safe child centred environment. You will be responsible for the following:

- To provide a safe and appropriate environment for children to participate in the service.
- To ensure all children attending the service receive an appropriate level of supervision.
- To support children attending to play and interact positively with other children.
- To be vigilant for signs of physical, sexual and emotional abuse and neglect and any concerns regarding the welfare of children.
- To immediately bring any concerns to the attention of the child's Key Worker and the Designated Person and in keeping with Barnardos Child Protection Policy.
- To gather information statistics and prepare reports as required, including administration of databases as appropriate to the role.

## What experience do I need?

- Minimum 6 months experience of working with children essential. Relevant voluntary work may be considered.
- Experience or understanding of working with vulnerable children and families.
- Working with colleagues to prepare and implement support plans for children requiring additional support, enabling them to engage with the preschool curriculum.
- An awareness of the needs of vulnerable children.
- Assisting in general duties related to the preschool environment.

## Do I need a qualification?

Yes, to be eligible for this role you will hold a recognised qualification (minimum level 5 on the QQI) that is approved under the Early Years' Regulations.

## Additional Information

The post-holder is initially assigned to work in the Limerick Early Years' Service, but may be required in the future to work in other project(s) in the Limerick area in line with Organisational needs.

**For full job description and to apply please visit [Current Job Vacancies – Barnardos](https://www.barnardos.ie/about-us/careers/current-job-vacancies/) (<https://www.barnardos.ie/about-us/careers/current-job-vacancies/>)**

**Closing date:** 12pm Friday 4 April 2025

Shortlisting will apply (please note, CVs are not accepted on their own, candidates must complete and submit our application form through Barnardos website).

**Barnardos is an equal opportunity employer.**

**We celebrate diversity and are committed to creating an inclusive environment for all.**

### Region

Southill, Limerick

### Date Entered/Updated

24th Mar, 2025

### Expiry Date

4th Apr, 2025

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**Source URL:** <https://www.activelink.ie/vacancies/children-youth/114594-barnardos-programme-assistant-part-time-limerick-south>