



Saint John of God Community Services CLG Liffey Services

Saint John of God Community Services Liffey Region support individuals with intellectual disabilities to be active participants within the community that they live, gain valued social roles and have a day that is meaningful to them. Applications are invited for the position of Programme Assistants, based in Kildare to provide support and care to individuals with an intellectual disability.

Programme Assistant – Day Services Permanent Full-time position Ref: KDPA210720

Suitably qualified candidates must have:

- Successfully completed a relevant QQI certificate (formerly FETAC) at level 5
- Minimum of one year's continuous paid employment on a full time basis working with people with a Support Need, preferably in the area of Intellectual Disability
- Excellent communication skills both written and verbal and experience of using computers, internet and digital programmes, in particular Microsoft Office suite.
- Development and delivery of supports through a person centred/directed approach
- Full clean driving licence essential and a willingness to drive
- Flexible in all aspects of work
- An understanding of HSE New Directions and HSE national policy of Safeguarding
- An understanding of the values and ethos of the organisation and a commitment to implementing these.

By applying for this position you are giving Saint John of God Community CLG. consent to have your personal data stored for the purpose of this competition only.

If you believe you have the necessary enthusiasm, competencies and experience to bring to this role, please forward a cover letter and CV (*including written explanation for any gaps in employment*), to the Human Resources Department, Saint John of God Community Services Liffey Services, St Raphael's, Celbridge, Co. Kildare or by email to LiffeyServicesRecruitment@sjog.ie . (*Please include the post reference number in the subject line of your application – KDSINS210720*).

Applications will be short-listed on the information supplied in the Curriculum Vitae and a panel may be formed from which future vacancies will be filled.

Full Job Description available from the HR dept. or by email at LiffeyServicesRecruitment@sjog.ie

Informal enquires contact: desmond.balmer@sjog.ie 087 2449083 / Leo.gordon@sjog.ie 087 123 9196

Closing date: 21st July 2020

Please note that due to high volumes of applications we can only respond to candidates who have been shortlisted.

Saint John of God Community Services CLG is an equal opportunities employer.