

<b>Title of Post</b>	<b>Programme Assistants – Playground Supervisors X2</b>
<b>Location</b>	Ballybeg, Co. Waterford
<b>Employment Type</b>	<b>Post 1:</b> Permanent and Part-Time 4.5 hours on Saturdays <b>Post 2:</b> Specific Purpose Temporary, Part-time Contract; 4.5 hours on both Saturdays and Sundays
<b>Salary</b>	<b>Post 1:</b> €3,480 - €4,230 (Pro-rata salary for 4.5 hours) <b>Post 2:</b> €8,681 - €10,434 (Pro-rata for 4.5 hours Saturdays and 4.5 hours Sundays plus Sunday hourly premium)
<b>Contact Person</b>	Eleanor Halley <a href="mailto:eleanor.halley@barnardos.ie">eleanor.halley@barnardos.ie</a> / Una Conroy on 051844140
<b>Closing Date</b>	12pm on Thursday 29 January 2026
<b>Interview Date</b>	TBC

### Programme Assistant – Playground Supervisor

#### Job Description

**Post:** Programme Assistant - Playground Supervisor

**Location:** Clonard Park, Ballybeg, County Waterford

**Responsible to:** Project Leader

**Works with:** Barnardos staff, service users, volunteers and other agencies.

#### Job purpose

To provide a safe, child-centred environment/experience to children in the context of the service in which you work/ the playground and appropriate to the role.

#### Core Job Requirements

- Provide a safe and appropriate environment for children to play and participate safely in the service.
- Ensure all children attending the service receive an appropriate level of supervision.
- Support children attending to play and interact positively with other children.
- Be vigilant for signs of physical, sexual and emotional abuse and neglect and any concerns regarding the welfare of children.
- 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.
- Record concerns promptly and accurately.
- Record any accident or concerns in relation to the welfare of a child, to take appropriate action in relation to concern regarding the welfare of a child in appropriate consultation with the Line Manager
- Gather information statistics and prepare reports as required, including administration of databases as appropriate to the role.
- Supervise students and volunteers where necessary and to ensure they are aware of all Barnardos policies and compile placement reports as appropriate.

**Note:** This Job Description will be reviewed and updated in line with the needs of the work.

## **Programme Assistant Person Specification**

### **Personal Attributes**

- Commitment to provide a quality service to children
- Good communication and interpersonal skills
- Awareness of confidentiality and the ability to deal with sensitive issues including child protection concerns
- Ability to work as part of a team
- Flexibility and adaptability are essential attributes in this role.

### **Experience**

- Experience of working with children for a minimum of 6 months is essential.
- Relevant voluntary work may be considered.

### **Qualification**

Recognised qualification in working with children (minimum Level 5 QQI)

### **Additional Information:**

**The playground in Clonard is open at weekends from 11am- 4pm.  
These are the hours of work including a 30 minute lunch break (which is unpaid).**

The post-holder is initially assigned to work in the Ballybeg Family Support Service, but may be required in the future to work in other project(s) in the Waterford area in line with organisational needs.

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