

Job Description:

Special Needs Assistant (SNA)



Hours:



Location: based in
Dublin



Reporting to:
Learning Centre Manager
Head of Service

Role overview

Peter McVerry Trust is a national housing and homeless charity committed to reducing homelessness and the harm caused by substance misuse and social disadvantage.

The Peter McVerry Trust Learning Centers work with young people who are unable to access mainstream education due to learning support, educational, emotional, social or behavioural issues. PMVT Learning Centers facilitate mainstream education up to and including the Junior Certificate cycle.

The role of the special needs assistant is to provide the necessary non-teaching services to students of the learning centres. The SNA acts in a caring and compassionate role and works under the guidance and supervision of the social care leader and service manager. The SNA provides structured classroom support and early social care interventions to ensure the needs of the students are met on a daily basis.

Responsibilities

The role will include but not limited to, the following key responsibilities;

- Providing classroom support to students who require additional support.
- Support students to engage in an inclusive education programme by enabling early intervention opportunities and reduce classroom anxiety.
- Assist and support teachers with the supervision of students in the classroom and around the school grounds.
- Support the social care team with the daily school transport service.
- Support the social care team with the provision of the daily school meals.

- Provide individual support to students who require movement breaks from the classroom.
- General daily operational support in maintaining a high standard of health & safety in the service and on the school grounds.
- Other duties that may arise due to the identified needs of the student group.

Experience Required

Qualifications, Skills and Experience required;

- A recognised QQI qualification in Special Needs Assistant.
- Excellent communication and interpersonal skills.
- Excellent organisational and planning skills.
- A passion for working with students with additional and complex needs.
- Ability to work as part of a team.
- Good record keeping, report writing and IT skills.

Other Information

- **Confidentiality:** It is a condition of service that all information obtained during the course of employment, especially with regard to participants affairs is treated with the strictest confidence.
- **Equal Opportunities:** To implement Equal Opportunities into your daily practice at all times
- **Health and Safety:** To be responsible for your own health and safety and that of your Colleagues in accordance with relevant PMVT policies and procedures.