

Irish Wheelchair Association: Programme Assistant ^[1]

NOTE: This item has expired and will soon be unavailable for viewing.

Irish Wheelchair Association (IWA) is a progressive independent person centred organisation providing services for people with limited mobility nationally. Our mission is to provide exceptional services and other supports that change lives and ensure that people with disabilities are in a position to participate fully and equally in their communities. The Association employs 2,500 staff in every county in Ireland to provide those services.

We now seek applications for the following position in in IWA Arklow

Programme Assistant

1 year fixed term, part time position- 24 hours per week

Annual salary on offer is €15,385 - €18,972 (prorated salary, DOE)

As a Programme Assistant you will be expected to develop and implement programmes, projects and individualised supports to members engaging in the Resource and Outreach Centre. The objectives of the Resource and Outreach Centre are to provide pathways for people with disability to participate fully in the community, by means of establishing developmental, personal and social inclusion programmes. You will be required to undertake and ensure the execution of such other tasks/duties as may be deemed necessary to the successful implementation of the programme.

The ideal candidate will possess a minimum of 5 completed modules of FETAC level 5 (Major Award) Care Support or similar qualification, as well as previous experience of working with databases and Microsoft Office suite and full driving licence B. Successful candidate would have excellent knowledge and understanding of Health and Safety regulations, as well as transport safety and standards of use and an ability to build strong relationships at all levels and show confidence among the team

***A full copy of the all the job description is available on www.iwa.ie** ^[2]

To apply please submit a current CV and cover letter to jobs@iwa.ie ^[3]

Closing date for receipt of completed applications is **Friday, 3rd November 2017**

IWA is an equal opportunity employer

Region: Arklow, Co. Wicklow

Expiry date: 03/11/2017

Date 24/10/17

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Source URL (modified on 24/10/2017 - 15:15): <https://www.activelink.ie/content/vacancies/interest-groups/33518>

Links

[1] <https://www.activelink.ie/content/vacancies/interest-groups/33518>

[2] <http://www.iwa.ie>

[3] <mailto:jobs@iwa.ie>