

Due to expansion, **St. Anne’s Day Nursery** are delighted to announce an exciting position within their new Early Learning and care and School Aged Service located in Murphys Farm Bishopstown Cork.

**St. Annes’s are currently recruiting a full time Childcare Educator**

This post is a full-time contract for 44 weeks of the year.

35 hours per week but potential for a further 8 weeks employment option within St. Anne’s Day Nursery main building on Sharman Crawford Street Cork.

***The closing date is Wednesday July 23rd ,2025 at 5pm.***

 Interviews to be held the week of July 28th with a commencement date of Monday August 25th

Please apply with a cover letter and CV, clearly marked for the position you are applying for in the subject line to **manager@stannesdaynursery.ie** by 12pm on Wednesday July 23rd.

Job Description- Early Years Assistant

Job Title: Nursery: Core Staff- Early Years Educator

Location: Murphys Farm Bishopstown Cork with additional work available in the Sharman Crawford street childcare setting

Job Purpose: St. Anne’s day nursery at Bishopstown preschool aims to provide quality early education to families in the local area. The preschool will provide a morning preschool session along with an afternoon toddler session.

Terms of employment: 35 hours per week for 44 weeks per year based in Bishopstown, with an additional summer contract within St. Anne’s Day Nursery, Sharman Crawford Street facility also available.

Key Areas of Responsibility:

 • Day to day responsibility for children attending the service, including implementing a programme supporting the children’s optimal social,emotional, intellectual and physical development and care.

• To inform the Childcare Manager of any concerns regarding any child’s development and/ or progress

• Implement and monitor routines designed to ensure a high standard of care for the children in the group

• Be aware of the needs of the children across the nursery

 • Be aware and implement the policies and procedures of the Nursery as implemented by the management and Board of Directors

• Planning, reviewing and implementing activities/ programmes appropriate to individual and group needs

 • Keep up to date individual child development portfolios • Ensure regular anecdotal records for each child

• Maintain evidence of the child’s development through the use of photographs, work samples and/ or other appropriate media

• Help to design, plan and review the curriculum and implement the frameworks of Siolta and Aistear into the curriculum

• Working co- operatively with Parents

• Choosing, organizing, presenting and caring for the equipment, materials and environment

• Organise cleaning and maintenance of the equipment, environment; to ensure that all equipment is available for the children in the correct location, to keep records of cleaning conducted on a daily basis, to rotate all equipment on a term basis and to report any damage to the Childcare manager

• Vigilance for signs of non-accidental injury, sexual abuse, neglect, social and emotional abuse and developmental delay

• Take responsibility for staying updated in professional practice as an early years educator

**Person Specification**

Post: Nursery Core Staff- Early Years Educator

Main Location: Bishopstown Preschool, Murphys Farm, Bishopstown Cork.

with additional work available in: St. Annes Nursery Sharman Crawford Street Cork City in the Summer Period..

Reporting to: Nursery Manger

Qualification Minimum- QQI Level 5

Experience Minimum 2 years’ experience in Early Childhood Education and Childcare, including training placements and experience of working with children aged 1 year to 6 years of age

Knowledge ·

* Demonstrates a knowledge of the Childcare Regulations 2016, and working within the frameworks of Aistear and Siolta ·
* Demonstrate a knowledge of Early Childhood development, and recording a child’s progress in the main areas of development

Personal Qualities

* An understanding of the needs of young children and their parents
* Flexibility
* Good organizational abilities
* Understanding of the need to work as part of a team
* Good interpersonal skills in communicating with parents, and other professionals working within the sector
* Participation in child related educational courses, talks and workshops
* To be flexible with the changing development needs of the Nursery

Renumeration

Postholders will be placed at point 1 on the St. Anne’s day nursery pay scale.

Benefits

44 weeks of the year with potential to expand to a further 8 weeks work in our main centre.

A supportive, collaborative, and child-focused work environment.

21 days annual leave pro rata

Employment Assistance Programme

Ongoing professional development opportunities to include fully paid courses and access to CPD courses

Time In Lieu for all courses given

Top up maternity benefit and parents leave

This job description is not exhaustive

*St Anne’s is an equal opportunity employer*