



Schools Play Therapy Co-ordinator
It Takes a Village Pilot Project supported by Greystones Family Resource Centre and the HSE

Job Description

Job Title	Schools Play Therapy Co-ordinator
Closing Date	12pm Friday 5 th September 2025
Interview Date	Please note you may be called forward for interview at short notice.
Location of Post	Greystones Family Resource Centre (GFRC), Greystones, Co. Wicklow
Informal Enquires to	coordinator@greystonesfrc.ie
Role Reporting to	GFRC Coordinator and the Schools Play Therapy Steering Committee
Role overview	<p>This role will hold responsibility for the management and implementation of the overall delivery of play therapy in across up to 8 schools in Greystones area. The Schools Play Therapy Coordinator will work closely with school principals, teachers, GFRC and the Steering Committee to ensure the smooth delivery of the programme. It will include management of two Play Therapists who will be based in school settings and will follow the Model of Care as outlined by the Steering Committee.</p> <p>This is a diverse and bespoke role and there is an expectation that the individual will be able to hold their own caseload as well as potentially facilitate workshops with parents. The individual will also support with the evaluation of this pilot project supported by the GFRC and Steering committee.</p>
Purpose of Post	<ul style="list-style-type: none"> • To work in conjunction with the GFRC manager, the Schools Play Therapy Steering Committee and other relevant professionals to co-ordinate and develop the project to meet the needs of the primary school aged children it serves. • Line management, clinical governance and supervision of 2 Play Therapists. • Ensure the co-ordination, development and delivery of a quality, client centred service across up to 8 schools in the Greystones area. • To oversee an evidence based decision making framework to ensure equitable access to play therapy across the participating schools in the Greystones area.

	<ul style="list-style-type: none"> To be responsible for the provision of a high quality service in accordance with standards of professional practice. <p>Principal Duties and Responsibilities</p> <ul style="list-style-type: none"> Have line management accountability to the GFRC manager. Line manage and supervise 2 play therapists Ensure delivery of the model of service as laid out by the steering committee Set up, monitor, supervise and report on the service care pathway/decision making framework utilized to provide equitable access to play therapy across the participating schools <p>Professional/Clinical</p> <ul style="list-style-type: none"> Communicate effectively and work in professional consultative processes with the school teachers, principals, DLP's, SNA's etc. where appropriate Be responsible for the co-ordination and delivery of a quality service in line with best practice and professional standards. Provide case management, including reflective practice space to the 2 play therapists. Be responsible for the oversight of clinical assessment (conducted by the play therapists), development and implementation of individualised care plans that are client centred and in line with best practice Be responsible for the oversight of goal setting in partnership with the client and their designated adult (typically a parent). Be a clinical resource for parents, teachers, principals and other relevant professionals where appropriate. Plan and manage resources efficiently. Manage and oversee a centralised client records/notes system in accordance with GDPR and Data Protection Legislations. Participate and be a lead clinician as appropriate in review meetings, case meetings etc. Seek advice from relevant personnel when appropriate/required Utilise national and international evidence based research and apply same to clinical and supervisory practice. Take responsibility for the active management of waiting lists for access to play therapy across the participating schools. Promote ethical and professional practice at all times. Maintain compliance with statutory registration requirements where relevant and/or ongoing accreditation with ICP, IACP, PSI, IAPTP. Attend regular professional supervision relevant to the role.
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	<ul style="list-style-type: none"> • Work within limits of professional competence in line with principles of best practice, professional ethics and clinical governance. • Manage clinical governance in relation to matters such as risk, challenging and difficult processes for clients, to ensure clients' needs are guided by a rights based approach to service provision. • Manage clinical governance issues, such as child protection within your scope of responsibility and bring to the attention of the GFRC manager as appropriate. • Participate in mandatory training programmes. • Comply with Children's First Guidelines, support therapists to meet their mandated requirements and receive regular updated training regarding the same. • Ensure accountability and transparency within the service and actively engage in clinical audit processes. <p>Education and Training</p> <ul style="list-style-type: none"> • Provide induction and relevant training to play therapists on the model of care being utilized for this project. • Provide workshops/training for parents, teachers, principals, core staff etc. where relevant. <p>Research and Evaluation</p> <ul style="list-style-type: none"> • Utilise evidence based literature, research and best practice guidelines to ensure effective practice and equitable services • Engage in research relating to the project to support its development and growth as appropriate. • Ensure evaluation of the service being offered plays a centralised role in the project. <p>Quality, Health and Safety and Risk</p> <ul style="list-style-type: none"> • Develop and monitor implementation of policies, procedures and safe professional practice by adhering to relevant legislation, regulations and standards. • Ensure the safety of self and others, and the maintenance of safe environments in accordance with legislation. • Ensuring awareness of and implementation of risk assessments in line with health and safety requirements/legislation. <p>Management and Administration</p> <ul style="list-style-type: none"> • Review and evaluate the service regularly, identifying changing needs and opportunities to improve the service.
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	<ul style="list-style-type: none"> • Review and ensure the application of the Grant Aid agreement paperwork with GFRC Coordinator • Ensure a robust file management/client record storage system is in place with the support of GFRC Coordinator. • Oversee the upkeep of accurate records in line with best practice and service standards. • Manage the appropriate engagement and response to complaints and compliments in line with GFRC policy • Demonstrate clinical knowledge, clinical reasoning skills and evidenced based practice appropriate to carrying out the duties and responsibilities of the role. • Collect and evaluate data about the service and utilise this data in the preparation of service plans.
Eligibility criteria Qualifications and experience	<p>(1a)</p> <p>Hold a Master's degree or post-graduate Level 9 qualification in play therapy and counselling/psychotherapy recognised by one of the following, as appropriate: The Irish Association for Play Therapy and Psychotherapy (IAPTP) and one of the five sections within the Irish Council for Psychotherapy (ICP) or the Irish Association for Counselling and Psychotherapy (IACP).</p> <p style="text-align: center;">AND</p> <p>(1b)</p> <p>Have full accredited membership with IAPT and one of the five sections within ICP (IAHIP etc.) or IACP</p> <p style="text-align: center;">OR</p> <p>(2a)</p> <p>Hold a post-graduate qualification in counselling psychology or clinical psychology recognised by the Psychological Society of Ireland (PSI) which included a placement in a children setting.</p> <p style="text-align: center;">AND</p> <p>(2b) Hold full membership with the clinical or counselling psychology division of the PSI.</p> <p style="text-align: center;">AND</p> <p>(3) All candidates must have a minimum of 3 years satisfactory, relevant, clinical experience post accreditation in a school setting. ? -</p> <p style="text-align: center;">AND</p>



	<p>(4) All candidates must have a minimum of one year's experience providing supervision and or case management to play therapists.</p> <p style="text-align: center;">AND</p> <p>(5) All candidates must possess the requisite knowledge and ability, including a high standard of organisational and management ability for the proper discharge of the duties of the co-ordinator role.</p>
Post Specific Requirements	<ul style="list-style-type: none"> • Must be able to demonstrate knowledge of Integrative Play Therapy approaches. • Must have experience of working within school settings. • Must have experience of play based work with children. • Must be engaged in clinical supervision. • Must be able to demonstrate experience of multi-agency work and the ability to build positive working relationships , to co-ordinate and liaise between a number of stakeholders. • Must have strong knowledge of Children's First and Child Protection legislation. • Must hold own professional insurance • Demonstrate ability to lead by example and adapt leadership style to suit the demands of the situation and people involved. • Knowledge of the Irish education system. • Full clean driving licence and access to your own transport. • Excellent leadership and team management skills • Commitment to supporting children and young people's engagement with education and personal development. • Knowledge of context of Family Resource Centre National Programme • Knowledge of Family Resource Centres work and role in community development and family support.
Garda Vetting	<ul style="list-style-type: none"> • Required as part of this role, vetting through Greystones Family Resource Centre
Salary	<ul style="list-style-type: none"> • Hourly rate €30-€40 per hour commensurate with experience
Contract	<ul style="list-style-type: none"> • 2 year fixed term contract, working part time 21 hours per week.
	<p>Please submit CV's along with a cover letter outlining your suitability for the role to Lynne O'Connor at coordinator@greystonesfrc.ie by 12pm on Friday 5th September.</p>