

**Kerry Parents and Friends Association is a voluntary organisation committed to professionally delivering quality supports to adults with an intellectual disability and their families throughout Co. Kerry.**



**The Association wishes to recruit:**

## **ASSISTANT DIRECTOR OF SERVICES**

This full-time permanent position should be of interest to well motivated self starters who demonstrate a high level of initiative and who could make a positive contribution to the Association's day and residential and respite services. This position requires a commitment to flexible working hours.

Essential requirements for the post:

- Relevant professional qualification.
- Minimum 5 years managerial experience working in services for people with intellectual disabilities.
- Excellent interpersonal, leadership, and organisational skills.
- The ability to work with and effectively communicate with the people supported by the Association and their families.
- Demonstrate a commitment to continual professional development.
- A car owner with a full clean driving licence.

Email [maura.crowley@kpfa.ie](mailto:maura.crowley@kpfa.ie) to receive further information relating to this post.

Candidates should e-mail full career details, stating how they meet the requirements of this post to [maura.crowley@kpfa.ie](mailto:maura.crowley@kpfa.ie). Candidates will be short listed for interview on the basis of information contained in their CV.

**Kerry Parents & Friends Association reserves the absolute right to determine relevant qualifications for this post.**

**Closing date for receipt of completed Curriculum Vitae is 5.00p.m. Wednesday 7<sup>th</sup> December 2011.**

**Interviews will be scheduled for Friday 16<sup>th</sup> December.**

Kerry Parents and Friends Association is an equal opportunities employer.