

## Job Description

Peace of Mind for Parents Out of School Care Childcare

Pivot Centre - Broompark

### **Team Leader**

We are currently recruiting a Childcare Team Leader for our **Broompark** Peace of Mind for Parents out of school care service. The successful candidate will be responsible for delivering a before and after school care service. This is an excellent opportunity to join a forward looking organisation that values and invests in its staff. We are a long running and well established childcare service with core management and administration support systems in place to do many of the key administration and management task. This primarily leaves the team leader and Child Care Assistants free to focus on delivering a top quality childcare service to the children attending the service.

Cumbernauld YMCA was established in 1960 as a not for profit registered charity. We opened our first out of school care service in 1989 and have an excellent track record in delivering quality childcare. Our YMCA is an award winning organisation and our Executive staff have served on Government Childcare working groups; National Childcare Boards and Local Authority Childcare Partnerships.

Applicant should love being with children, have a great sense of fun, enjoy laughing out loud and have good interpersonal skills. They should be good communicators, be great team players and have excellent organisational skills. Experience of working with children or young people and a sound knowledge of current legislative requirements in relation to children's registered services is really essential. E.g. SSSC Code of Practice; Health & Social Care Standards

Main Duties: Providing effective day to day supervision and guidance to staff in a childcare setting; Preparing activities to meet a range of childcare needs in out of school care settings; Creating and maintaining a safe caring fun and happy child care setting that children want to come back to every week.

Applicants will hold or be working towards SVQ (Level 9) or BA in Childhood Practice.

Employee Pension Scheme available

Mon to Fri – 7.30-9am + 3pm – 6pm + 3 hrs flexed management/training hrs = 25 ½ hrs per wk

Meetings normally take weekly in Central Office but due to COVID 19 – most meetings are on Zoom – However certain documents & stock must be collected weekly on Tuesday mornings from central office in Cumbernauld

Wage: £11.81-£13.03 p/h

Job Type: Part-time Full year (Term Time contract available)

Successful applicant will require an enhanced disclosure and to register with SSSC with *initial costs met by the Association*. If you want to join an award winning organisation with a reputation for providing quality services and who offers excellent staff training.