

St. Michael's Preschool & After-school Service: Deputy Manager **(<https://www.activelink.ie/node/115007>)**

St. Michael's Pre-School and After-school Service



Kylemore Road, Ballyfermot, Dublin 10. Mob: 0860852422

St. Michael's Preschool and After-school Service is in St. Michael's National School (a designated DEIS school) located in Ballyfermot. We offer a sessional pre-school service each morning, Mon-Fri for children aged from 2 years 8 months to school going age. We also offer an after-school service each afternoon for children from Junior Infants- 6th class who attend St. Michael's National school.

We are at present recruiting for the following position:

Deputy Manager

(Full Time – Permanent Position paid for 46 weeks)

Start Date: Available to start for the new school year (last week of August- Date to be confirmed)

Salary Scale: €16.24 – €20.24 Depending on experience

Hours: Mon- Friday 8.30am - 4pm (35 hours)

Exciting opportunity for the right person to join our team.

The Deputy Manager is a combined role with an Early Educators role. This role will provide effective management support to the Childcare Manager. Candidate must have a thorough knowledge of the early year's sector and have the capacity to combine the practitioner role, when required, with the deputy management role and to take responsibility in conjunction with the Childcare Manager for ensuring high quality and best practice standards are maintained at the service. This includes a good understanding of:

- The regulatory and practice requirements of a sessional Preschool and After-school Service.
- Staff management.
- Engagement and working in partnership with parents
- NCS portal
- Experience of working with school aged children as well as pre-school aged children.

The successful candidate will be required to demonstrate the ability and skills to supervise and support the staff team in relation to curriculum planning, observations and positive interactions with and outcomes for children. To ensure that the curriculum is linked to High Scope, Aistear, the National Curriculum Framework and the service develops standards linked to SÍolta, the National Quality Framework. Ability to engage with staff and parents and deal with day-to-day issues is also required. The postholder should have an understanding and ability to ensure adherence to the policies and procedures of the service. In addition, a clear understanding of the health and safety aspect of working with children and the environment is also required. The post holder will work closely with the Childcare Manager and the Board of Management and as part of St Michael's Preschool team.

A minimum qualification at QQI Level 7 in Early Childhood Care and Education or equivalent is essential and must be verified by the DCEDIY. Previous relevant experience in the areas outlined above is essential. The successful candidate should be a self-starter with an ability to motivate others, have excellent communication and organisational skills.

For further information and a copy of the job description please contact the manager, Ailsa Whelan at st.michaelspreschoolrecruitment@hotmail.com (<mailto:st.michaelspreschoolrecruitment@hotmail.com>).

Applicants should submit a covering letter outlining how you would meet the criteria for the position together with a curriculum-vitae to: **st.michaelspreschoolrecruitment@hotmail.com**
(mailto:st.michaelspreschoolrecruitment@hotmail.com)

Closing Date for Applications is **12pm on Wednesday 15th May 2025**. Short listing will apply.

St. Michael's Preschool and afterschool service is an equal opportunity employer.

Region

Ballyfermot, Dublin 10

Date Entered/Updated

10th Apr, 2025

Expiry Date

15th May, 2025

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