

Hillview Community Resource Centre: Early Years Deputy Manager (<https://www.activelink.ie/node/115771>)



Hillview Community Resource Centre (Frc) located in Ballinteer, Dublin 16

Early Years Deputy Manager

Title: Early Years Deputy Manager & Team Lead

Employer: Hillview Community Resource Centre, 33,34 & 87 Hillview Grove, Ballinteer, Dublin 16

Location: 33, 34 & 87 Hillview Grove, (Centre)

Hours of Work: 8:30 – 12:30

Salary: Attractive salary, commensurate with experience.

Summary

We are currently seeking to appoint an experienced, Deputy Manager Team Lead to work as part of team to deliver a quality and effective community, early years' service.

Role requirements:

- Level 7 in ECCE
- Calm, energetic with a pleasant disposition.
- At least 2 years' experience of planning, developing and delivering early years curriculum.
- Excellent knowledge of Aistear.
- Excellent communication and interpersonal skills
- Competent in working with parents and organising parental involvement opportunities.
- Working with the Early Years Manager to implement Hillview FRC's 3-year Operational Plan.
- Event planning, e.g. positive health mornings, Community Gardaí, etc.
- Outing planning, e.g. local library trips, farm trips, etc.
- Adhering to professional standards and legislation including confidentiality, equality, health and safety, safeguarding and child protection policies.
- Promoting Hillview FRC's Early Years' Service.
- Supporting early years practitioners
- Working on the team in a fair, professional and respectful manner.

Desirable

- Rainbows facilitator
- Meitheal lead
- DLP

To obtain additional information please email: manager.hillviewcrc@gmail.com (<mailto:manager.hillviewcrc@gmail.com>) or call 087 117 3475 (Tel:0871173475)

Closing date for return of cover letter and CV is **Friday 27th June** to manager.hillviewcrc@gmail.com (<mailto:manager.hillviewcrc@gmail.com>)

Early Years Manager
Sally Hartnett
Hillview FRC
33/34 Hillview FRC
Ballinteer
Dublin 16
D16P9V9

Hillview FRC is an equal opportunities employer.



Region
Ballinteer, Dublin 16

Date Entered/Updated
21st May, 2025

Expiry Date
27th Jun, 2025

Source URL: <https://www.activelink.ie/vacancies/children-youth/115771-hillview-community-resource-centre-early-years-deputy-manager>