

Crèche Manager

Ennistymon, Co Clare

Permanent, Full-time (subject to probationary period and funding)

Range €35,353 - €40,716 a year (commensurate with experience and qualifications)

North West Clare Family Resource Centre CLG is currently seeking an experienced and dedicated Manager for its Little Deers Childcare Centre in Ennistymon, Co. Clare.

**Roles and responsibilities**

* Responsible for the day to day running of a creche
* Responsible for the provision of a high-quality age-appropriate stimulating curriculum, care and education experience for the children & families who use our service
* Ensure a safe, secure and healthy environment for children, staff and visitors to the centre
* Ensure the centre is compliant with current preschool regulations
* Ensure employees follow the policies and procedures of the centre
* Liaise with parents, guardians and families and build parent partnership
* Lead, coach and develop all staff members
* Provide support and guidance to all staff, as needed
* Hold regular meetings with employees
* Provide supervision and appraisals for all employees

Requirements:

* Minimum FETAC/QQI Level 7 in Childcare
* Minimum three years’ experience working in a childcare facility
* Minimum of two years’ experience of effectively managing, supervising and supporting staff
* Familiarity with Children First
* Knowledge of Aistear Framework and Siolta Standards
* An understanding of finance and managing costs
* Self-Motivation, ability to encourage teamwork and excellent organisational & planning skills
* Computer literate with excellent communication and team building skills
* First Aid, Manual Handling, Child Protection and Food Safety Certified an advantage
* Full clean driving licence with access to own transport
* Fluent English Essential

**Terms and conditions include:**

* 37.5 hour working week
* 20 days annual leave + 5 company days leave
* Family friendly policies
* Salary commensurate with experience and qualifications
* Garda vetting is mandatory

Applications will only be accepted on the official application form. Please forward completed application forms to **info@northwestclarefrc.ie**. Closing date for completed application is **12 noon on 26th April 2024**.

Candidates will be short listed for interview.