

Pied Piper Community Preschool



The Board of Management of Pied Piper Pre-school, Rathvilly, Co. Carlow
wish to recruit a

Preschool Manager (circa 25 hrs p/w) September to June.

The Position:

We are looking for a highly motivated professional Pre-school Manager to provide high quality early education in a safe, stimulating and fun environment.

The successful candidate will:

- * Ensure children are at the centre of all decisions made in the service.
- * Operate the day to day running of the preschool service and lead the preschool session.
- * Develop and evaluate programmes and activities in line with Aistear (curriculum framework)
- * Carry out the financial, administrative and personnel aspects of the childcare centre including the ELC childcare funding schemes in cooperation with the BOM and (financial administrator).
- * Formulate, review and implement policies, procedures, risk assessments and health and safety statements, updating and amending as required to ensure our service is in line with best practice and compliant with the Early Years regulations.
- * Establish and maintain relationships with parents/guardians/carers and the local community.
- * Liaise with external bodies such as Tusla, CCC, Pobal, HSE, DCEDIY, Department of Education, Better Start etc.
- * Apply for funding schemes and appropriate supports and complete the necessary administrative requirements.
- * Report to the Board of Management.

Candidate:

It is essential that the ideal candidate holds a level 7 (or above) Early Years qualification and has a minimum 3 years experience working in an early year's setting preferably in a supervisory position.

Excellent remuneration package available to the ideal candidate.

Interested candidates should forward their curriculum vitae and a cover letter by **email** only before **5pm on Monday, 15th November, 2021.**

Email: piedpiper@live.ie

Candidates may be short listed based on the information given. The successful candidate will be appointed subject to garda vetting and reference checks.

Pied Piper Pre-School Ltd is an equal opportunities employer