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**Full job description**

**Playgroup Leader**

**About Us:** At Lisbane AfterSchool Club we are committed to providing high-quality after school and holiday club childcare in a friendly home-like environment. Our team is dedicated to offering exceptional childcare, from 2.00 - 6:00 pm. We aim to work closely with parents to create a nurturing and stimulating environment for the children.

**Job Summary:** We are seeking a dedicated and experienced Childcare Professional to join our team. In this key role, you will be responsible for daily operations, ensuring a safe and engaging environment for children, and leading our staff with a focus on excellence.

**Key Responsibilities:**

* **Leadership:** supervising and leading staff to foster a nurturing and supportive environment.
* **Operational :** ensure the smooth running of daily activities.
* **Child Safety & Well-being:** Maintain a safe and secure environment, prioritizing the health and well-being of all children.
* **Activity Planning:** Collaborate with staff and others to design and implement stimulating and educational activities.
* **Staff Development:**Provide guidance, training, and support to staff on best practices in early childhood education.
* **Parent Collaboration:**Ensure effective communication with parents to address concerns and provide updates on their child's progress**.**

**Skills & Qualifications:**

* **Organizational Skills:** Strong ability to manage multiple tasks effectively, ensuring smooth daily operations.
* **Communication:** Excellent communication skills, with the ability to interact positively with children, parents, and colleagues.
* **Leadership Experience:** Previous experience in a team management or leadership role within a childcare setting is highly advantageous.
* **Commitment:** A genuine passion for providing high-quality childcare and early education.

**Why Join Us?**

* Be part of a dedicated team in a supportive and collaborative environment.
* Opportunity to make a real impact on the lives of children and their families.
* Competitive salary and opportunities for professional growth.

**Job Types:**

Part-time, Flexible hours ,Permanent position

**Benefits:**

* Company pension
* Free on site parking
* Pro Rata Holiday Pay

**Education:**

* **Applicants must**:
  + Hold QCF Level 5 Diploma in Playwork or Child Care, Learning and Development,

**Or**

* + Hold a relevant occupational qualification in early years’ education, social work, nursing, teaching or health visiting, at an equivalent level with two year’s practical experience of working with 4-12 year olds.

**Or**

* + Hold a minimum qualification QCF Level 3 in Playwork or Child Care, Learning and Development and be willing to study for an appropriate Level 5 qualification [Financial assistance will be available ]

**Experience:**

* Supervising Children: 2 years (required)
* Childcare Management: 2 years (required)

**Licence/Certification:**

* Driving Licence (required)

**Work Location:**

Lisbane ASC

**Application deadline: Monday 23rd September 2024**

**For an application form and job description please contact the office by email**

**to** [**llca16@outlook.com**](mailto:llca16@outlook.com) **or by calling Violet Spence on 07767647676**

**Otherwise please submit your C.V. to llca16@outlook.com**

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