Krafty Kidz
Community Childcare

Job Title:	Quality Manager
Hours:	25-35 hrs per week (Negotiable)
Location:	Ballyconnell, Co Cavan.
Salary:	€25-€30 per hour. (Depending on Experience)
Tenure:	Permanent Contract.
Probation:	6 Months subject to terms of contract
Reports to:	Chief Executive Officer

About Krafty Kidz:

Krafty Kidz Community Childcare is a community-based, not-for-profit registered charity operating in Ballyconnell since 1997.

We currently provide three Early Learning and Childcare (ELC) services, two in Ballyconnell, and one in Cavan Town, and two School-Age Childcare (SAC) services in Greaghrahan National School and Ballyconnell. We are continuing to grow, with plans to open an additional ELC service in Ballyconnell in 2027.

We have a child-centred approach, with the needs, wellbeing and individual development of each child at the heart of what we do. We are committed to creating a secure, happy and inclusive environment where every child is welcomed, valued and supported to reach their full potential.

We believe in working in partnership with parents and families and, as a community organisation, strive to make a positive contribution to the communities we serve.

Main Purpose of the Job:

The Quality Manager will provide overall oversight of quality, practice and operations across all Krafty Kidz services, ensuring consistency and high standards across the organisation.

Working closely with the CEO and service managers, the role will oversee **r**egulatory and compliance requirements and support the effective implementation of Síolta: The National Quality Framework for Early Years Care and Education and Aistear: The Early Childhood Curriculum Framework**.**

The Quality Manager will support managers to identify strengths and areas for improvement, providing practical guidance and constructive feedback to promote child-centred practice, inclusion, wellbeing and high-quality experiences for children**.**

The role will also support the community development ethos of Krafty Kidz**,** ensuring our services remain responsive to the needs of children, families and the communities we serve.

MAIN TASKS AND RESPONSIBILITIES

- Carry out quality visits, observations and reviews across all services.
- Work with managers to identify strengths, good practice and areas for improvement.
- Support the implementation of Síolta: The National Quality Framework for Early Years Care and Education and Aistear: The Early Childhood Curriculum Framework.
- Monitor compliance with relevant regulations, legislation, policies and organisational requirements.
- Support managers in preparing for and responding to Tusla inspections and quality-related requirements.
- Promote a strong child-centred approach, ensuring children's wellbeing, interests, development, voice and individual needs remain at the heart of practice.
- Support high-quality curriculum and learning experiences, including the development of meaningful indoor and outdoor learning and play.
- Promote inclusive practice and support the full participation of children with additional needs and disabilities including appropriate use of AIM supports.
- Support staff to use positive, respectful approaches to children's behaviour, emotional wellbeing and regulation.
- Provide practical coaching, mentoring, guidance and constructive feedback to managers and staff.
- Be available to work directly with children and support teams in rooms when required, modelling good practice.
- Share effective practice and promote consistency across Krafty Kidz services.

- Support quality improvement planning and follow-up actions.
- Work collaboratively with parents, families and relevant professionals where appropriate.
- Promote effective partnership working with parents, families, professionals and community organisations**.**
- Support strong safeguarding and child protection practice across all services.
- Ensure the needs of children and families experiencing disadvantage or vulnerability are reflected in practice and that services remain accessible, inclusive and responsive.
- Support the wider community development ethos of Krafty Kidz and our commitment to children, families and local communities.

Personal Specification

Essential Criteria

- Level 7 qualification in Early Childhood Education
- Minimum 5 years' experience in an Early Years or SAC service
- Management/leadership experience including how to manage, motivate, coach and support teams.
- Strong working knowledge of Síolta: The National Quality Framework for Early Years Care and Education and Aistear: The Early Childhood Curriculum Framework
- In depth understanding of ELC/SAC regulations, safeguarding and compliance
- Commitment to child centred practice, inclusion and supporting children and families experiencing disadvantage
- Excellent communication, organisation and relationship building skills
- Strong IT, report writing and attention to detail
- Full driving licence and willingness to drive for work purposes

Desirable Criteria

- Level 8 qualification in Early Childhood Education
- Additional training or qualification in quality, inclusion, leadership or curriculum development
- Experience working in community or not for profit organisation
- Experience of implementing quality improvement, training and development

Other Requirements

- Successful Garda Vetting
- Proof of Address
- Photographic ID
- Two suitable references
- International Police Clearance where applicable
- Work permit where applicable
- Relevant qualifications and documentation must be provided prior to commencement of employment

What We Expect

- Put children at the heart of their work and contribute to a safe, welcoming, inclusive and positive environment
- Be approachable, friendly and respectful, building positive relationships with children, families, colleagues and the wider community
- Be reliable, dependable and committed to carrying out their responsibilities to a high standard
- Work flexibly and positively, supporting colleagues and other Krafty Kidz services where required
- Communicate openly, clearly and respectfully, and work positively as part of a team
- Take responsibility for their work, use initiative and manage their time and priorities effectively
- Maintain confidentiality and handle personal and sensitive information appropriately
- Follow Krafty Kidz policies, procedures, safeguarding requirements, legislation and regulations
- Be open to feedback, learning, training and ongoing professional development
- Work with honesty, integrity and accountability and raise concerns appropriately
- Contribute to a culture of continuous improvement and help maintain high standards across our services
- Support the values and ethos of Krafty Kidz Community Childcare and help us make a positive difference to children, families and our community
- Represent Krafty Kidz in a positive and respectful manner at all times

What We Offer

- Competitive salary with regular salary reviews, subject to funding
- 4 day week and flexible working options
- 5 weeks annual leave
- Permanent secure employment opportunities
- Positive, supportive and respectful working environment
- €250 Annual Staff wellbeing Bonus, and appreciation initiatives
- Paid Christmas night out and Christmas Bonus
- Uniform provided
- Maternity Benefit top-up
- Paid staff training and professional development up to degree level
- Priority access to childcare places within Krafty Kidz services
- Employee Assistance Programme with free GP and Counselling Services
- Opportunities for career progression within Krafty Kidz

- Opportunities to gain experience across different settings and age groups
- Opportunity to work within a growing community childcare organisation and make a positive difference to children, families and local communities
- We are an equal opportunities employer committed to equality, diversity and inclusion

Disclaimer

The duties and responsibilities outlined in this job description are not intended to be exhaustive, definitive or restrictive. The post holder may be required to undertake other reasonable duties appropriate to their role and level of responsibility, as directed by Management. Duties and responsibilities may be reviewed and amended from time to time to reflect the changing needs of Krafty Kidz Community Childcare, its services, legislation, regulations, funding requirements and organisational priorities.

This job description should be read in conjunction with the employee's contract of employment, staff handbook and the policies and procedures of Krafty Kidz Community Childcare.

Employee Acknowledgement

I confirm that I have read and understood this job description and the duties and responsibilities associated with my role.

Employee Signature: _____