



Job Description

Young Knocknaheeny Area Based Childhood Programme (YK)

Early Years Mentor

1 part-time post available

- Employer:** NICHE Health Project (Cork) CLG is the lead agency for the Young Knocknaheeny Area Based Childhood Programme. Employees will have a contract of employment provided by NICHE Health Project (Cork) CLG.
- Location:** NICHE Health Project (Cork) CLG premises or nominated location*. The Early Years Mentor will be assigned a base location but will be expected to work across the Young Knocknaheeny geographical area with visits to EY services.
- *COVID-19 restrictions may apply. Capacity to work from home on a temporary basis will be required.*
- Contract:** An initial temporary fixed-term period to 31st December 2020. This may be extended based on operational requirements, subject to continued funding. A probationary period will apply.
- Hours of work:** 25 hours per week across the full week in line with opening hours of EY services and YK programme needs. Some flexibility will be required. Occasional out of hours working may be required for which a time off in lieu system is in operation.
- Salary:** €24,920 per annum (full-time equivalent €36,882) being Point 1 of the applicable salary scale for this post. It is Company policy that new employees are appointed at Point 1 of their respective scales.
- Recruitment:** Open recruitment adhering to the NICHE Health Project (Cork) CLG recruitment policy.

The successful candidate must hold a full driving licence and have access to a vehicle for work purposes, or have access to a reliable form of transport that would enable them to fully meet the requirements of this role.



Programme Background

Young Knocknaheeny (YK) is a community-based prevention and early intervention programme, working in the Northwest area of Cork City.

The Young Knocknaheeny Programme aims to get every child's life off to the best possible start by:

- Respectfully enhancing skills and early childhood development knowledge of all parents, practitioners and services
- Strengthening and enhancing all relationships and environments that are important to every child's early development
- Embedding systems and community change to support early childhood development and address childhood poverty

The Young Knocknaheeny Programme is underpinned by an innovative Infant Mental Health Framework and draws on best international evidence and practice.

Aligned to 'Better Outcomes Brighter Futures', YK is part of the national Area Based Childhood Programme (ABC) addressing areas of: Child Health & Development; Children's Learning; Parenting and Integrated Service Delivery.

The Young Knocknaheeny Area Based Childhood Programme is funded by TUSLA.

Job Purpose

In the context of children's lives and the community they explore and connect with, after home and family environments, Early Years Centres are the most important spaces in terms of influencing children's development. The adults within these spaces are equally important.

One of the four core YK strategies is to work with Early Years Centres in the area as a community, now numbering eleven centres, with over fifty staff and over 400 children per year, to build on their existing strengths and to support them in their own efforts to be the best services they can be, to support all children's development, wellbeing and learning.

The YK Early Years Mentor will expertly guide and support a range of diverse early years settings within the YK area. Working in partnership with the management and staff, the EY Mentor will develop and implement quality improvement strategies across a wide range of areas of practice guided by Aistear and Síolta and an innovative Infant Mental Health Framework that draws on best evidence and practice. The Mentor will use skills and competencies such as assessment, observation, training, mentoring and reflective practice.



The YK Early Years Mentor will be working as part of the YK Programme team and support the co-ordination and embedding of the work with EY services within the wider YK Programme.

Role & Responsibilities

Supporting Quality Development:

- Enhance and develop the quality of early year's provision through a range of activities including on-site visits, advising, modelling and coaching
- Knowledge and information sharing, in and across services, supporting networks and clusters where appropriate. There will be a strong focus on the development of the core skills such as: self-evaluation and quality assessment, planning, and documenting practice
- Ensure action plans are relevant, current, regularly reviewed and updated in line with the YK Strategy
- Support Early Years services to develop and actively implement a range of policies and practice aligned to Síolta and Aistear
- Provide advice and support to services in areas such as the inclusion of children with additional needs, governance issues and advising on how to build effective partnerships with parents and the wider community

Information & Coordination:

- Co-ordinate and lead on the EY Quality Improvement Strategy within the YK Programme
- Complete and maintain all required records
- Provide periodic progress updates to the Programme Manager
- Review, develop and maintain efficient and effective administrative and information systems.
- Coordinate the organisation of training, special events, visits and any other activities required.
- Participate in evaluation processes within the YK Programme



Networking and Collaboration:

- Actively participate and contribute as a team-member to the implementation of the YK strategy.
- Actively participate in the wider YK Consortium/Stakeholder processes
- Work in conjunction with YKABC management and service delivery partners to implement change management initiatives identified in ECERS and ITERS audit assessments.
- Work co-operatively with other stakeholders such as (but not exclusively): Parents and children, National ABC Programme, the Child & Family Agency - TUSLA, Better Start, the local City and County Childcare Committee, Voluntary Childcare Organisations as relevant to the role.

Other:

- Any other duties within the general requirements of the role that may be assigned as appropriate from time to time.
- The YK Early Years Mentor will be required to undertake on going continuing professional development and engage in reflective supervision with their line manager.

Reporting Structure

The Early Years Mentor will report to the Programme Manager. The Strategy is also supported by Cork City Childcare Company.

Knowledge Required

- Sector policy knowledge
- Sector Curriculum frameworks and models
- ECERS and ITERS Assessments and standard assessments and inspection
- Science of Early Childhood Development, Attachment, Relationships
- Infant Mental Health knowledge and development of skills
- Indoor and outdoor environments, transitions, cross curriculum opportunities
- Children's Rights and Participation approaches



Person Specification

The ideal candidate will demonstrate:

- Leadership
- Ability to guide, support and train others
- Communication skills with various stakeholder
- Coordination of programme of work, within YK Programme and with EY Services and stakeholders
- Teamwork (internal and external teams)
- Building and maintaining relationships
- Reflective practice
- A relational approach
- Research/analytical skills
- Flexibility and adaptability
- Problem solving and decision-making
- Organisation awareness
- Attention to detail
- Report writing skills
- An ability to manage self and programme of work with a multi-layered, multi-sectoral service implementation
- Experience of working in areas of social and economic disadvantage
- Knowledge of the ABC Programme
- Experience of working in multi-disciplinary teams

Qualifications

A relevant third level qualification in Early Childhood Care and Education equivalent to Level 8 or higher on the National Framework of Qualifications.



Experience

- Minimum of 3 years post-qualification experience of working in Early Years' services, preferably in a supervisory or leadership role.
- Be able to demonstrate substantial, in-depth understanding of Early Childhood Care and Education
- Strong working knowledge and experience with Highscope Curriculum and training
- Strong working knowledge of other curricula such as Montessori and Early Start
- Demonstrable experience of supporting change management programmes in Early Years settings
- Ability to provide mentoring and coaching services
- Experience of delivering education and training programmes to adults
- Conducting ECERS and ITERS audit assessments
- Proficient in MS packages e.g. Word, Excel.

Application Process

Please apply by email to admin.ykabc@nicheonline.ie with a CV and cover letter that clearly sets out your interest, qualifications, knowledge, skills and experience relevant to the role.

The closing date for receipt of all applications is Thursday, 30th July 2020 at 5.00pm (no late applications will be accepted).

It is anticipated that interviews will take place on Thursday, 6th August 2020 in the premises of Cork City Childcare and will be subject to the prevailing COVID-19 Public Health Guidelines. If unable to attend in person, virtual attendance may be considered.

Shortlisting will apply and the organisation reserves the right to shortlist using enhanced criteria if required.

This post is subject to Garda Vetting and reference checks.

Informal enquiries by email only to admin.ykabc@nicheonline.ie

Canvassing will disqualify.

NICHE Health Project (Cork) CLG is an equal opportunities employer.