

Area Manager: part-time 18 hours

SUPPORTING INFORMATION

Who are we?

SCMA is the only national organisation in Scotland specialising in supporting all aspects of childminding practice. We are a membership organisation with circa 2,500 members (80% of the childminding workforce), we are an advocacy body (through which we provide a professional voice for childminding and work to ensure that national policy and standards as they impact upon childminding are influenced by evidence and the experiences of childminders), and we are also a national Third Sector service provider delivering an increasing range of contracted services to support the development of childminding, children and families.

Organisational Development & Strategy

SCMA is at a key point in our organisational development. Following the appointment of a new Chief Executive in April 2019 we undertook an active programme of engagement with our Board Members, staff, and wider membership regarding the future direction of SCMA and childminding. In parallel, we had discussions with external stakeholders, we reviewed the data trends in relation to our workforce and childminding and undertook a large-scale in-depth membership survey ‘#TellSCMA Childminding and You 2020’. Collectively, we used this information to develop a new and ambitious 3-year strategy, as part of a longer 10-year journey. This strategy was approved by SCMA’s Scottish Executive Board in March 2020 just before COVID-19 struck.

We paused our strategy implementation at this point, to prioritise our response to supporting members and the wider childminding community during the pandemic.

SCMA reviewed our strategy for currency in light of COVID-19 and we believe that the need for it to be implemented is stronger than ever. The issues which it was developed to address have only intensified.

Our three-year strategy was launched in May 2021:

‘Changing the Narrative: Strengthening Childminding, Supporting Families and Increasing Choice’

It includes 15 actions, covering the following five key areas:

- **Membership:** helping members to recover and sustain their businesses and ensuring our membership support adapts to changing needs; providing them with what they need, when they need it and in the most appropriate form.
- **Policy, Representation and Influencing:** continuing to provide a strong professional voice and using evidence and childminders’ experiences to influence and support national and local policy.
- **Workforce, Learning and Quality:** reversing the declining trends within our workforce, and supporting on-going skills development and learning at all career stages.
- **Children and Families:** further development of Community Childminding and our other services to meet the increasing demand from families in need, increasing support for school-age childcare and developing childminding in areas where provision is low.
- **Value of Childminding:** changing outdated perceptions of childminding, increasing the value attached to it by parents, policymakers, other providers and the wider public to create more demand for childminding.

Our Services

As a membership organisation, we also deliver a range of services across Scotland, ensuring that childminders are able to improve the quality of their delivery through professional learning, providing high-quality, nurturing childcare and family support. At this time this includes the following:

- **Early Learning and Childcare (ELC)**

Working in partnership with 8 local authorities, we have locality-based field staff who support the involvement of childminders in the delivery of funded Early Learning and Childcare hours for 2,3 and 4-year-olds. Service delivery includes recruitment, training, quality assurance, ELC referrals, payments, and overall support.

- **Community Childminding**

We are commissioned to provide Community Childminding services in 5 local authority areas (Aberdeen, Fife, Glasgow, Scottish Borders, and Stirling). Community Childminders receive enhanced training to provide short-term childminding placements for children and families who would benefit from early intervention support. These vital services have helped over 900 families in need in the last 3 years, demand exceeds our capacity to supply, and we believe this has the potential to be developed in other local authority areas and indeed nationally. Click on the link to see more information, including our Community Childminding Briefing Sheet. <https://www.childminding.org/community-childminding>

- **Professional Learning**

Our Learn with SCMA function offers a range of Continuing Professional Learning (CPL) opportunities to support childminders with ongoing quality improvement. Over 90% of childminders consistently score Good or Above across all quality criteria, through independent inspection by the Care Inspectorate, the highest of any childcare provider. We provide interactive/virtual learning courses and events as well as our e-learning courses delivered on our own SCMA online platform.

- **School-Aged Childcare**

We are currently working across 4 Early Adopter local authorities to deliver a School-Aged Childcare service (SACC), raising awareness of childminders as providers of SACC, providing funded access to SACC in childminding settings as well as recruiting new childminders into the workforce. It will support low-income families and those where children have additional support needs, seeking to reduce the impact of child poverty. It will also provide key learning and modelling to inform future expansion and sustainability of school-aged childcare with childminders.

- **Workforce Retention and Recruitment**

We are delighted to have received funding from the Scottish Government to support our exciting new Workforce Programme, Shaping Scotland's Childminding Future, aimed at retaining and growing the number of childminders across Scotland. This work is currently in the development and early implementation stage, with key targets to support new childminders through the registration process, alongside pilot models involving Funded Time Off The Floor, Mentoring and Quality and Learning support.

Visit our website to learn more about SCMA, our wide range of activities and increasing influence on behalf of childminders and families. <https://www.childminding.org>

About the role of Area Manager

The role of Area Manager within SCMA is varied and fast moving. We have strong working relationships with local authorities across Scotland as well as a variety of partners. The successful candidate will be required to maintain and nurture existing relationships and form new relationships in areas where we wish to expand and grow our services. Communication and partnership working is essential.

You will be required to understand the working practices of childminders, the strengths and unique childcare they offer, as well as the challenges they face. We have a wealth of expertise within our team which is there to support those who come to work with us. There are 2 other full-time Area Managers who the postholder will work alongside.

The role involves day to day operational management of a range of services, including ELC support, Community Childminding and universal support to childminders. More information about our services is listed above.

The successful candidate will have a team of Childminding Development Officers to line manage, however specific service areas and staff team will be confirmed following interview, as it will be dependent on experience and location.

Working for us – Benefits

Our staff matter to us. Previously achieving a Silver award in Investors In People, we subsequently developed our own internal approach to ensuring the success of our organisation through our people – aptly named “Engaging Our People”.

In addition, we offer the following benefits:

- Generous Annual Leave entitlement – 27 days annual leave plus 10 days public holidays (increasing after 5 years long service)
- Flexible working
- Contributory Pension Scheme
- Life Cover– 3 x gross annual salary
- Health Assured - Employee Assistance Programme

Application process

If you believe you have the skills and experience and could make a difference in this role, we would love to hear from you.

All applicants must complete an application form including providing a competency-based statement demonstrating their possession of the experience, skills and knowledge required to fulfil this role.

If you have any questions or wish to discuss the role in more detail, please contact Janine Ryan, Deputy CEO & Director of Childminding Services in the first instance. Email: janine.ryan@childminding.org

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