



SCOTTISH CHILDMINDING ASSOCIATION
is pleased to invite applications for the post of

Senior Childminding Development Officer (SCDO) – Full-time

Are you passionate about nurture, high quality childcare and making a real difference to children and families in Scotland? Do you want to be part of SCMA – a thriving membership organisation, advocating on behalf of childminders and delivering services across Scotland?

We are recruiting a Senior Childminding Development Officer to help us deliver our childminding services across Scotland.

The Scottish Childminding Association (SCMA) is the national voice of childminding in Scotland. SCMA is a national Third Sector and membership organisation that promotes childminding as a quality childcare service. Working on behalf of its 2,600 childminder members, SCMA helps to improve the wellbeing and outcomes for Scotland's children and aims to influence policy to ensure that it is informed by the experiences of childminding. SCMA provides a wide range of support and professional services for members including training and events as well as delivering local services. For more information about our organisation and services visit www.childminding.org

The successful applicant will coordinate and deliver the Integrated Childminding Service in the City of Glasgow area and provide appropriate support to childminders recruited onto the service. This post may require direct contact with children and vulnerable adults. You will be adept at developing relationships, negotiating and working collaboratively with partners to achieve better outcomes for children and families, along with experience of the delivery of funded ELC hours and family support. This will be underpinned by an understanding of childminding and the role of childminders.

We require a skilled communicator with the ability to engage with others while demonstrating enthusiasm, self-motivation and focus. You will possess excellent organisational skills and be comfortable using Microsoft Office packages including Excel and Sharepoint.

Full-time 36 hours per week, starting salary £27,077.

Due to internal secondment this post is fixed term, with initial year one funding to March 2025, as part of a 3-year funding agreement, confirmed on an annual basis.

The post is home office based but will require travel and attendance at meetings within Glasgow (including occasional travel to Head Office in Stirling). Equipment and broadband/IT connections will be provided.

If you would like to be part of our team please download an application form [here](#).

Closing date for receipt of completed applications is Thursday 21st March at 9am. Interviews will be held on Wednesday 27th March.

Please note that only applications submitted on the correct form will be considered.

SCMA is working towards becoming an equal opportunities employer.

