



**SCOTTISH CHILDMINDING ASSOCIATION**  
is pleased to invite applications for the following post.

**MENTOR COORDINATOR**  
**Shaping Scotland's Childminding Future**

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?

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](http://www.childminding.org)

We are seeking a passionate Mentor Coordinator to join our team and lead our new childminder mentoring scheme, part of our exciting new Workforce Programme, Shaping Scotland's Childminding Future (SSCF), aimed at retaining and growing the numbers of childminders across Scotland.

The successful applicant will play a key role in developing and delivering the scheme, connecting experienced childminders with those seeking guidance and support. You will coordinate and support a team of mentors, matching them with mentees, ensuring effective support to childminders throughout Scotland.

The postholder is required to be skilled in project management/programme implementation. Enthusiasm, self-motivation, good communication and excellent organisational skills are required.

Full-time 36 hrs per week, Salary £28,830 - £31,913

Initial funding is to March 2025, taking us to the end of year one - this is part of a 3-year proposal with funding confirmation received on an annual basis.

The post is home/office based, requiring travel and attendance at meetings across the central belt and occasionally wider (including regular attendance at Head Office in Stirling).  
Equipment and broadband/IT connections will be provided.

**For further information and to download an application form:**

Visit our website <https://www.childminding.org/about-us/vacancies-with-SCMA>

Closing date for receipt of completed applications Monday 1<sup>st</sup> April at 12pm.  
Interviews will be held on 17<sup>th</sup> April 2024.

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

**SCMA is working towards becoming an equal opportunities employer.**

