**APPLICATION FORM**

**Early Years Manager**

**APPLICATION DEADLINE: CLOSE OF BUSINESS WEDNESDAY JULY 26TH 2023**

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| **SECTION A** |  **PERSONAL PROFILE**  |
| TITLE:  |  |
| NAME |  |
| SURNAME |  |
| ADDRESS 1:  |  |
| ADDRESS 2:  |  |
| ADDRESS 3:  |  |
| TELEPHONE HOME / MOBILE |  |
| E-MAIL: |  |
| CURRENT POSITION: |  |
| NOTICE REQUIRED: |  |
| WHERE / HOW DID YOU HEAR ABOUT THIS POSITION: |  |

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| **SECTION B PLEASE RESPOND TO EACH OF THE FOLLOWING** **(Maximum 150 words per box)** |
| 1. Your experience in managing Early Years Services, including your experience in leading and supporting a paid team
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| 1. Your approach to childcare and knowledge of child development and its application to practice.
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| 1. Your ability to work on own initiative and within a team.
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| 1. Your understanding of the effects of disadvantage on children and early learning
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| 1. Your understanding of the importance the role of the family in early learning and your approach to engaging with the family and other stakeholders in this context
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| 1. Organisational, administrative skills including IT skills e.g. MS Word, Excel, PowerPoint.
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| 1. Your understanding and knowledge of the National Quality Framework.
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| **SECTION C CAREER HISTORY (Most recent experience first)** |
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| **Employer**  | **From** | **To** | **Brief description of your role and responsibility. (Maximum 150 words)**  | **Reason for Leaving**  |
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| **SECTION D EDUCATION & TRAINING**  |
| SCHOOL/COLLEGE / Training body  | **Examination / Course** | AWARD ACHIEVED | **DATES** |
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| **SECTION E SUMMARY (Maximum 150)****What particularly appeals to you about this position** |
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| **SECTION F GENERAL**  |
| **What is the earliest that you can start working with STDC?** |

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| **SECTION G REFEREES** |
| ***Please include current written references from the referees with this application form.*** |
| *Please provide referees as detailed below. One reference must be from your current / most recent employer.* ***Please Note:*** *your referees will only be contacted if a position is offered to you.* |
| Name: |  |  | Name: |  |
| Position /occupation |  | Position/ occupation |  |
| Relationship with Referee (e.g. employer) |  | Relationship with Referee (e.g. employer) |  |
| Contact Number  |  | Contact number  |  |
| E-mail:  |  |  | E-mail: |  |

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| **SECTION H. SUMMARY** |
| Before signing this form, please ensure that you have replied fully to all questions asked. Offers of employment are subject to verification of candidates’ eligibility for the position applied for. |
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| **Signature:** |  | **Date:** |  |

**TO APPLY**

Candidates must complete all questions on this application form.

Submit via email to: recruitment@stdc.ie marked **Private and Confidential Early Years Manager** in the subject line

Postal applications will not be accepted.

Closing date for receipt of applications is close of business on **Wednesday July 26th 2023**

Interviews will be held on **Tuesday August 1st in Cahir.**

**IMPORTANT NOTES**

* Applications by email only. It is the time received not the time sent that is recognised.
* Please complete the application form in full. CV’s will not be accepted.
* Shortlisting will apply.
* Candidates attend for interview at their own expense.
* Please note that canvassing by, or on behalf of applicants, will disqualify them from the competition.
* Garda Vetting will apply
* South Tipperary Development CLG is an equal opportunities employer

