

Coleraine Sure Start Partnership wish to recruit the following:

**Deputy Manager (37 hrs pw, 52 weeks negotiable)**

SCP Scale SO2 Point 26-28 (£37,279.99 to £39,152.02) Permanent Subject to Funding

**ESSENTIAL CRITERIA:**

- A degree in Social Work, Health Related Subjects, Education, Early Years, Community Development or another relevant Discipline **Or** A degree plus a postgraduate qualification in a relevant discipline
- A minimum of 2 years' experience in a management role
- Proven ability of planning and leading initiatives effectively
- Experience of working in partnership across a range of partners
- An understanding of Staff / Human Resources Issues / Policies
- Knowledge and understanding of the underlying principles of Sure Start
- Good organisational skills
- Good oral and written communication skills
- Strong level of IT Skills with the ability to use Microsoft Office packages
- Ability to prioritise and work to deadlines
- Ability to lead a team
- Access to a form of transport which will permit them to meet the requirements of the post in full

**Closing Date: Monday 1st September at 12.00 noon**  
**with Interviews to be held Week Beginning 15<sup>th</sup> September**  
Applications received after the above time will not be considered.

**Early Years Outreach Worker (20 hours pw)**

SCP Point 5-6: £25,583 - £25,989 (pro rata - £13,829 per annum) Permanent Subject to Funding

**ESSENTIAL CRITERIA:**

- NVQ Level II in Child Care and Development
- GCSE English (or equivalent) at Grades A-C or Level 2 Qualification in Literacy
- Basic computer skills
- Good written and spoken communication skills
- Access to a form of transport which will permit them to meet the requirements of the post in full.

**DESIRABLE CRITERIA:**

- Parenting experience – this can include with your own children
- One year's experience of working in a team in either a voluntary or paid capacity

**Closing Date: Monday 1st September at 12.00 noon**  
**with Interviews to be held Week Beginning 8<sup>th</sup> September**  
Applications received after the above time will not be considered.

For a full set of criteria and an application form email [info@colerainesurestart.org.uk](mailto:info@colerainesurestart.org.uk) or call into Coleraine Sure Start Partnership, 34c Society Street, Coleraine BT52 1LA.

**Please note that CVs are not acceptable.**  
Coleraine Sure Start is an Equal Opportunities Employer