

Team Leader

Position Vacant

About Us

Northwest Community Childcare is an established and growing Not-For-Profit, community focused business providing high quality Outside of School Hours Care in the Northwest of Sydney. We have a fun-loving and collaborative culture with our ULTRA company values being the centre of who we are.

About the Opportunity

An exciting opportunity has arisen for an experienced Team Leader to join us in making a difference in the lives of the staff, children, and families in our care at two neighbouring small services: **Annangrove OSHC** and **Hillside OSHC**.

Working alongside a dedicated team of educators, you will be responsible for:

- Mentoring and developing your staff
- You will manage the planning, implementation, evaluation and documentation of a fun-filled program as the **Educational Leader** at Hillside OSHC
- Maintain the required administrative records and ensuring compliance with both the regulatory standards and our policies & procedures

Some Details

- Permanent Full-Time position – 38 hours per week
- Above award wages + Christmas bonus
- Two 'Staff Wellbeing Days' available on top of accrued leave
- Regular staff incentives and bonuses year round
- Once you've settled in, you can complete part of your admin work from home
- We value progression and education – supporting ongoing professional growth and development
- Uniforms and laundry allowance provided

About You

This role is part of the leadership team of NWCC. Success will require you to be able to demonstrate the following characteristics or achievements:

- Diploma in Children's Services (or equivalent). Cert IV will be considered with a commitment (funded by NWCC) to complete to a Diploma level
- Experience managing an OSHC centre
- You will be able to demonstrate strong leadership and development of staff
- Strong organisational skills with attention to detail
- As a childcare professional, you will have a comprehensive knowledge of the National Quality Framework and 'My Time, Our Place'
- You will hold current First Aid, Asthma and Anaphylaxis management certificates
- You will have a current Working with Children Check
- You are able to demonstrate a commitment to the philosophy and values of NWCC

How to Apply

Please send your resume with a cover letter addressing how you believe you meet the above selection criteria to noel.payne@nwcm.com.au