#  CALA_Logo_Small

# SENIOR GAELIC PARENT AND TODDLER DEVELOPMENT WORKER LEADER – REMIT

***Positive Childhoods Empowered Parents Dynamic Communities***

The Parent and Toddler Development Worker is employed by and accountable to the Directors of Care and Learning Alliance. The post holder will be line managed by a Family Service Team Leader on a day-to-day basis who reports to the Family Services Manager. The post is home based and will involve liaising with groups in Moray Firth Area.

**Job Purpose –** increase and improve engagement with Gaelic language and develop Gaelic medium provision and the quality of experiences for all adults and children attending 0-3 Gaelic toddler groups in the Highland Council area.

**Professional Skills and Abilities**

**The P & TDW will:**

* Implement the aims of the Gaelic Parent and Toddler Project.
* Establish and maintain contact with all 0 to 3 Gaelic toddler and early learning and childcare settings in the areas stated above through regular visits to the groups, (this will be tailored to the individual needs of each group). This may include running sessions as required to enhance and support Gaelic language development.
* Offer advice and support to toddler group parent Committees on matters such as financial management, health and safety requirements, policy making and forward planning of activities.
* Awareness of Realising the Ambition, being me and Pre-birth to three and children’s rights to support the quality of play within the group.
* Establish and maintain positive relationships with parents/carers encouraging parental involvement in good quality play whilst supporting and encouraging the use of child-centred Gaelic language learning.
* Encourage the personal development of volunteers and parents within each group.
* Actively promote the benefits of bilingualism through Gaelic Medium Education.
* Work closely with the existing Gaelic Medium provisions to support and improve the transition from 0 to 3 to sgoil-araich.
* Work with parents and relevant Gaelic agencies to increase the number of Gaelic 0 to 3 groups and other child-centred activities, in areas where there is existing GM Education provision with capacity.
* Develop new groups in line with local authority strategic development.
* Develop regular Gaelic newsletters of which translation into Gaelic will be supported.

Personal Management

**The P & TDW will:**

* Submit diaries and expense claims monthly to their Line Manager.
* Maintain accurate visit records, monthly reports, statistics and gather feedback to inform the project evaluation.

**Professional Learning and Development**

The P & TDW will develop and value themselves and others by taking responsibility for their own professional learning and development.

The P & TDW will:

* Meet regularly with their Line Manager for support and supervision; feedback issues and report on any action required.
* Attend termly meetings with other Gaelic 0 to 3 Development colleagues.
* Meet annually with their Line Manager for formal performance appraisal and undertake a six-monthly review.
* Take responsibility for their own learning and maintain the approved recognised qualifications appropriate for SSSC registration if applicable.
* Attend in-service training days as identified and agreed with their Line Manager and participate in training and personal development opportunities as agreed with the management group.
* Attend relevant conferences as required and agreed with the Line Manager.

This remit will be reviewed annually.

You may be required to perform duties, appropriate to the post, other than those provided in the Job Description therefore this Job Description is not exhaustive and will be subject to amendment.

This post is exempt from the *Rehabilitation of Offenders Act 1974 (Exclusions and Exceptions) (Scotland) Order 2013* and the *Amendment Order 2018.* The successful applicant will be required to become a member of the Protecting Vulnerable Groups (PVG) Scheme

Care and Learning Alliance is an Equal Opportunities Employer