**Practice and Training Officer; 35 hours per week; flexible hours; hybrid working (home & office), although there will be an expectation of at least 2 days in the office during probation period (first 3 months); generous employer pension contribution; 25 days annual leave + 13 public holidays. Salary range £32,000 - £35,000.**

This is a new post within the Scottish Out of School Care Network, the national charitable organisation supporting school age childcare in Scotland. The primary aim of the post is to generate income for SOSCN through the development and delivery of resources which improve practice in school age childcare services, and ultimately lead to better outcomes and experiences for children and young people. This is an exciting opportunity, as the successful candidate will have the opportunity to shape and develop the role. The post is funded to end March 2025, with extension beyond that period dependent on income generation and future grant funding.

This post will require occasional evening and weekend work, and travel across Scotland.

The post is line-managed by the Policy and Research Manager.

**Duties**

* Develop practical resources e.g., policies and procedures, guidance, toolkits etc which can be purchased from SOSCN.
* Develop and deliver paid-for in-person training sessions.
* Develop paid-for online training sessions with support from Information Officer.
* Provide practice support to school age childcare services.
* Manage delivery of SOSCN’s quality improvement framework.
* Support delivery of SOSCN’s events e.g., national conference.
* Produce practice content for SOSCN newsletters, website and social media.
* Conduct monitoring and evaluation required, as well as other duties agreed with line manager.

**Essential**

* Recent experience of working at a senior level in school age childcare.
* As a minimum, qualified to Lead Practitioner Level (e.g. BA/PDA Level 9 Childhood Practice or post graduate equivalent).
* Experience of writing and delivering training sessions.
* Working knowledge and experience of implementing into practice UNCRC, GIRFEC/SHANARRI and Playwork Principles.
* Ability to understand and then turn guidance, regulation and legislation into practice.
* Excellent written and verbal communication skills.
* Effective communicator.
* Ability to set own targets and goals, and work to deadlines.
* Ability and willingness to work in a small staff team.

**Desirable**

* Experience of developing online training sessions.
* Experience of using video to make online content.
* Current driving licence.