

Centre Manager

"Join Angels Early Learning, where your passion for early childhood education takes flight, nurtured and celebrated every step of the way."

The Opportunity & Responsibilities

As Centre Manager, you will be responsible for overseeing daily operations, including staff management, budget administration, and communication with families, employees, and internal stakeholders. You will work closely with our Head of Curriculum to lead a high-performing team and ensure the highest quality of care and education. Your role will be vital in creating a smooth, safe, and positive experience for children and families while fostering an inclusive and collaborative culture.

By joining our team, you become an integral part of a community that values and celebrates the wonder of early childhood. Together, we create environments that inspire growth, creativity, and a lifelong love for learning.

Centre Highlights:

Conveniently located with easy access and just a short drive from local amenities, our beautiful Centre is purpose-built single storey, featuring six spacious rooms, beautifully landscaped outdoor play areas, a commercial kitchen, and interactive learning spaces for collaboration with children across the Centre.

Our Benefits:

- Competitive above Award rates
- Generous staff discounts
- Opportunities for professional development and career progression
- Access to our Employee Assistance Program (EAP)
- Supportive and vibrant workplace environment
- Recognition and rewards for outstanding contributions
- Growing organisation with opportunities for career growth and progression

What You Bring:

- Degree, Advanced Diploma, or Diploma in Children's Services
- Minimum of 2 years' experience as a Centre Manager
- Ability to work alongside and collaboratively with the Approved Provider
- Have the experience and ability to manage day to day operations such as ratios, implementation of policies and procedures, and problem solving.
- Have experience in rostering, staff management, general and fostering a positive work environment.
- Experience with recruitment and retaining staff in creative ways

- Proven ability to drive positive change
- Experience in setting up and opening new services is preferred
- Knowledge of Children's Services Regulations and National Quality Standards
- Ability to thrive in a fast-paced environment
- Strong leadership skills to inspire and motivate a team of educators
- Excellent written and verbal communication skills
- Passionate, enthusiastic, and committed to high-quality care
- Current Working with Children Check, Police Check, First-Aid Certificate, Asthma and Anaphylaxis training, and Food Safety Supervisor Certificate

About Angels Early Learning:

Angels Early Learning is a family-owned and operated business, committed to providing exceptional care and education. Our beautiful, purpose-built Centres reflect our dedication to creating enriching learning environments.

We believe in nurturing the growth and potential of our team members, and we're dedicated to providing clear career pathways for those who share our passion for early childhood education.

Join our team and become a leader in the early education sector, delivering authentic and high-quality learning environment.

At Angels Early Learning, we are committed to fostering a flexible, safe, equal, and inclusive workplace that embraces and celebrates diversity. We welcome applications from individuals of all backgrounds, including Aboriginal and Torres Strait Islander peoples, and people of diverse age, race, ethnicity, religion, gender identity, disability, sexual orientation, and cultural backgrounds.

*T&Cs apply.