

Person Specification
EARLY YEARS ROOM LEADER

This acts as selection criteria and gives an outline of the types of person and the characteristics required to do the job.

Essential (E) without which candidate would be rejected

Desirable (D) useful for choosing between two good candidates.

Please make sure, when completing your application form, you give <u>clear examples</u> of how you meet the <u>essential and desirable</u> criteria.				
Attributes	Essential	How Measured	Desirable	How Measured
1. Experience	Previous experience in working with the age of children applicable to the vacant post.	1,2	Recent experience in an educational setting. Experience or knowledge of the voluntary sector.	1,2
	Experience of working at a supervisory level.	1,2		1,2
	Experience of working with communities and ability to identify growth opportunities. Being innovative and creative to promote new ways of working.	1,2		
	Experience of planning, monitoring and assessment of children's learning and development.	1,2		
	Demonstrable experience of safeguarding children procedures and processes.	5		
2. Skills/Abilities	Excellent working knowledge of the Early Years Foundation Stage; current statutory guidance and current legislation.			
	Knowledge and proven practical experience of implementing good quality learning opportunities.			
	Experience of working with children with SEN and ability to create a stimulating and safe environment.			
	Able to contribute positively to the work of a team and work on own initiative	1,2	Basic information technology skills, e.g. word-processing, databases, spreadsheets.	1,2
	Self-motivated in working with parents/ carers and the child's community.	1,2		
	Able to communicate at a range of levels e.g with children, parents, other professionals etc.	1,2		
Able to relate observations to records and planning.	1,2			
Willingness to contribute to the support of children in all areas of personal development and	1,2			

	hygiene including toileting programmes. Able to keep accurate records. Able to plan play activities to support learning.	1,2 1,2,5		
3. Competencies	Able to demonstrate appropriate motivation to work with children. Able to form appropriate relationships with young people. Emotional resilience in working with challenging behaviours. Appropriate attitudes to use of authority and maintaining discipline. Able to converse with ease with members of the public and provide effective help or advice in accurate and fluent spoken English. Willingness to work in the outdoor environment throughout the year. Identify the signs of abuse and to be able to deal promptly recording and reporting.	1,2,3 1,2 1,2 1,2 1,2		
4. Equality Issues	Able to identify and act upon discrimination. Commitment to equal opportunities.	1,2		
5. Specialist Knowledge	Demonstrable knowledge of child development and the seven areas of children's learning and development and able to relate this to practice in small steps. Have understanding of Ofsted requirements and regulations.	1,2	Extended knowledge of the EYFS Framework and Early Years Outcomes	1,2
6. Education and Training	A minimum Level 3 early years education and childcare qualification. Commitment to further job-related training and obtaining further qualifications as appropriate.	4 1,2	First Aid Certificate. Food Hygiene Certificate. Safeguarding training. Further relevant studies. Willingness to undertake specific and case related training to meet health and educational needs of named individual children.	1,2 1,2 1,2 1,2 1,2
7. Other Requirements	Reliable, enthusiastic, and willing to be flexible in scheduling where/when work will take place between home/school/other environments. A commitment to quality in all areas, with a high level of motivation. Ability to perform under stress.	1,2 1,2 1,2		

	<p>Able to evidence the Mission and Aim of The Mall Nursery and Crèche at all times –</p> <ul style="list-style-type: none"> • To have high expectations of every child to help them succeed. • Create an environment that will encourage parents to work in partnership with us. • To create flexible childcare to suit parent/carers needs. 			
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1 = Application Form 2 = Interview 3 = Written Task 4 = Proof of Qualification 5 = Practical Exercise

We will consider any reasonable adjustments under the terms of the Equality Act 2010 to enable an applicant with a disability (as defined under the Act) to meet the requirements of the post.

The Job-holder will ensure that the nursery policies are reflected in all aspects of his/her work

The Mall Nursery and Crèche are committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. Applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service.

CVs will not be accepted for any posts based in the nursery.