



CLEGWELL & HARTLEYBURN CIO

PERSON SPECIFICATION

POST TITLE: Nursery Officer - Red Roof Nursery (Term Time) Fixed Sept 2024 - July 2025

GRADE: Band 4 £12.36ph

	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
Educational Attainment	- NVQ Level 2 / 3 in Childcare/ Education or equivalent - Level 2 in English (Grade C GCSE or equivalent) - Level 2 in Mathematics (Grade C GCSE or equivalent)		- Application form - Certificates - Interview
Work Experience	Experience of working with children in a childcare setting in either a voluntary or paid capacity	Experience of working with children in a variety of settings	- Application form - Interview - References - Observational assessment test
Knowledge/ Skills/ Aptitudes	- Knowledge of current childcare standards and legislation - Knowledge and understanding of child protection and safeguarding - High standard of written and verbal communication skills - Be computer literate and competent to use a PC or Laptop - Knowledge of inspection processes and role in this	Knowledge of range of early years learning interventions	- Interview - References - Observational assessment test
Disposition	- Committed to team working and to the care, support and guidance of young children - Enthusiastic and dynamic - Self-motivated - Able to work as part of a multi-disciplinary team		- Interview - References

	• Flexible approach to work • Committed to the principles of equality and diversity • Committed to improving outcomes for children and their families		
Circumstances	• Willingness to participate in training and development • Enhanced clearance from the Disclosure and Barring Service		• Interview • DBS check