



PERSON SPECIFICATION – Nursery Manager

	ESSENTIAL	DESIRABLE
QUALIFICATIONS	<p>A full and relevant qualification in Early Years childcare (level 3)</p> <p>Maths and English GCSE at grade C or above OR functional skills in Maths and English at level 2</p> <p>Desire to continue professional development</p>	<p>Recent Paediatric First Aid certificate</p> <p>Basic Food & Hygiene Certificate</p> <p>Evidence of ongoing personal development training</p>
EXPERIENCE	<p>A minimum of 2 years Recent experience of working with children aged 3-4 in an Early Years' setting, ideally already in a senior practitioner or room leader role.</p> <p>Excellent working knowledge of the Early Years Foundation Stage and current Ofsted statutory guidance</p> <p>Knowledge and proven practical experience of implementing good quality learning opportunities.</p>	<p>Ability to co-ordinate in a specific specialist area</p>
SPECIALIST KNOWLEDGE	<p>Knowledge of legislation relevant to Early Years such as Early Years Statutory Framework, SEND and safeguarding.</p> <p>Knowledge of early child development and children's needs</p> <p>Ability to work with parents/carers/families to encourage partnership working</p> <p>Understanding of safeguarding and practical hygiene issues</p>	
SKILLS AND ABILITIES	<p>A good understanding how to lead, manage and inspire a team</p> <p>Ability to write reports and keep clear and accurate records.</p> <p>Effective team leadership.</p>	

	<p>Excellent organisational, administrative and IT skills</p> <p>The ability to support a team to extend children's learning, through high quality experiences and activities Good communication skills with both adult and children</p> <p>Good communication skills with both adult and children</p>	
QUALITIES	<p>Acts with integrity at all times and puts the needs of the children at the heart of their own practice</p> <p>A commitment to quality in all areas, with a high level of motivation and enthusiasm</p> <p>Flexible and resilient</p> <p>Empathetic and supportive</p> <p>Ability to work under pressure</p>	

The Four Cs MAT is committed to safeguarding and protecting the welfare of children and young people and expects all staff and volunteers to share this commitment. All appointments involve regulated activity and are subject to an Enhanced DBS disclosure and two successful references. Online searches are carried out on all shortlisted candidates.