

PERSON SPECIFICATION

JOB TITLE: Nursery Manager (Covering Maternity Leave)

Attributes	Essential	Preferred	Source
Education/ Qualifications	<p>Minimum of a relevant and recognised Level 3 qualification</p> <p>Evidence of ongoing personal development training</p> <p>Desire to continue with professional development</p>	<p>Sounds Write</p> <p>To gain a recognised Professional Status i.e. Early Years Professional Status (EYPS)</p> <p>Recent Paediatric First Aid certificate/Basic Food Hygiene</p>	Application form / Certificates
Experience	<p>Experience of working in an early years setting</p> <p>Experience of supervising others</p> <p>Experience of implementation of EYFS</p> <p>Experience of working in partnership with parents</p>		Application form
Skills/ Knowledge/ Aptitude	<p>Ability to communicate well with adults and children</p> <p>Ability to work as part of a team</p> <p>Ability to write legibly Good presentation skills</p> <p>Possess a level of general computer literacy with a range of IT skills.</p> <p>Good organisational skills Ability to demonstrate</p> <p>creative abilities</p>		<p>Application form / interview</p> <p>Application form / interview</p> <p>Application form / interview</p> <p>Application form / interview</p> <p>Application form / interview</p>
Motivation	Willingness to undertake appropriate professional development.		Interview

	<p>Commitment to equality principles.</p> <p>Ability to take responsibility and work with autonomy within set boundaries.</p>		<p>Interview</p> <p>Interview</p>
Physical	Ability to meet physical needs of pupils		Interview
Other	<p>Understanding of Equal Opportunities</p> <p>Awareness of Health & Safety and practical Hygiene issues</p> <p>Ability, flexibility and willingness to take on other responsibilities or duties as deemed necessary</p>	Current First Aid Certificate	Certificate