



Job Description

Job Title:		Early Language Lead (ELL)	
School:		Tyneside Early Years Hub	
Date:	August 2026	Status:	Final
Job purpose:		To drive the design and delivery of evidence-informed early language support across local early years settings by facilitating DfE-accredited training, providing bespoke coaching, and building strategic multi-agency partnerships across Newcastle, Gateshead, and North Tyneside to improve outcomes for children.	

Main responsibilities

Overseen by the EYSPH lead and working closely with PSED and early maths leads, ELLs will be responsible for:

1. Attending training delivered by a DfE appointed subject matter expert and engaging with follow up support provided.
2. Developing and delivering a locally specific early language delivery plan outlining plans for sustained support to educators and settings, based on local needs analysis and mapping of existing provision.
3. Delivering DfE owned early language professional development
 - Early Years Stronger Practice CPD – language for educators working with children aged 2-4 module (based on the EYPDP3 languages module)
 - Early Years Stronger Practice CPD – language for educators working with children under 2 module (new module)
4. ELLs will deliver each module to a minimum of two cohorts (between 12-18 educators) per term. Each module will be delivered over 6-12 weeks and will include a welcome webinar, facilitation of 3 webinars of 90 mins – 2hrs in length each and support to educators during the course.
5. Providing bespoke support on early language to a minimum of four settings per term underpinned by coaching approaches, modelling of practice and opportunities for reflection. This will include supporting settings to develop bespoke action plans to address identified needs and strengthen practice.
6. Supporting early years settings/educators to select, adapt and embed evidence-informed approaches and interventions.

7. Being an active member of a national and regional ELL network, to share best practice and promote a joined-up approach across the 0–5 agenda, fostering greater coherence, consistency, and impact in service delivery involving English Hubs where appropriate.
8. Working with local authorities Gateshead, Newcastle and North Tyneside and other relevant stakeholders e.g. Best Start Family Hubs, English Hubs etc to understand local needs, identify gaps, prevent duplication of services, and reduce the risk of fragmentation, thereby strengthening coherence across the local system.
9. Working in partnership with Best Start Family Hubs, English Hubs, local speech and language therapists and health services (including the ELSEC programme where it runs locally).
10. Encouraging settings to identify and use, in conjunction with high quality communication friendly practice, an effective screening tool annually with all children, to identify language delays and SEND.
11. Maintaining accurate records of progress against Key Performance Indicators, impact and feedback from settings and other local stakeholders to inform practice and share with hubs and DfE.
12. Attending key events and creating relevant content for newsletters or social media linked to the EYLL role

Trust responsibilities:

13. Work to fulfil the vision and values of the trust.
14. Assist in maintaining a healthy, safe and secure environment and act in accordance with the trust's health and safety policies and the school's/central team's health and safety procedures.
15. Promote and implement the trust's equality and diversity policy in all aspects of employment and service delivery.
16. Promote and safeguard the welfare of children and young people s/he is responsible for, or comes into contact with, in accordance with the trust's safeguarding policy and school's child protection policies and protocols.
17. Assist in ensuring the trust's responsibilities to protect personal data and to share information as a public authority are implemented effectively.
18. Participate in appraisal, training and development and other activities that contribute to performance management.
19. Attend and participate in regular team and 1:1 meetings.