

**BRISTOL CITY COUNCIL****EMPLOYEE SPECIFICATION**

Children &amp; Young People's Services

ST PAULS NURSERY SCHOOL &amp; CHILDRENS CENTRE

**Early Years Worker**

Bristol Grade

BG5

*Post No*

| ESSENTIAL ( Must Have)  | DESIRABLE (Should Have)   |
|---|---|
| <p><b>Knowledge &amp; Experience</b></p> <p>Level 3 qualification in Early Years e.g. NVQ3, BTEC, NNEB</p> <p>Knowledge of equal opportunities</p> <p>Knowledge of child protection procedures</p> <p>Experience in identifying individual children's needs and contributing towards assessment of developmental progress</p> <p>Knowledge of the EYFS</p> <p><b>Abilities &amp; Aptitudes</b></p> <p>Good communication skills</p> <p>Effective and accurate verbal and written communication skills</p> <p>Ability to work towards the creation of a caring and safe environment</p> <p>Proven skills in organising activity to achieve defined targets</p> <p>Proven ability to work as part of a team</p> <p>Ability to attend to children's physical needs effectively</p> | <p><b>Knowledge &amp; Experience</b></p> <p>Previous experience of working effectively in a day care/education setting</p> <p>Knowledge and experience of working with vulnerable families</p> <p>Knowledge and experience of working in an ethnically diverse community</p> <p>Knowledge and understanding of needs of children with SEN</p> <p>Research or further qualification</p> <p><b>Abilities &amp; Aptitudes</b></p> <p>Proven skills in planning programmes for groups/individual children</p> <p>Awareness of the skills required to monitor quality of service/care provided</p> |
| <p><b>SPECIAL CONDITIONS</b> This post involves working directly with children and will be subject to a pre-employment Criminal Records Bureau check. Establishments are open extended hours, so the postholder is required to work flexible hours. The post holder can be required to work in any setting under the control of Bristol City Council.</p>   |   |