



NURSERY MANAGER – PERSON SPECIFICATION

Nursery Manager - Person Specification Essential (E) or Desirable (D)

Knowledge and experience

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| 1. Appropriate Level 3 or above childcare qualifications | E |
| 2. At least 2 years previous experience of working within a Nursery | E |
| 3. Degree level standard of education; willing to consider Graduate Leader training | D |
| 4. Experience of a leadership role in a childcare setting | E |
| 5. Experience and knowledge of working with babies from 6 months to children up to 5 years old of age | E |
| 6. Understanding and application of the highest safeguarding principles | E |
| 7. Understanding of Ofsted standards, the EYFS and learning outcomes | E |

Abilities and Skills

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| 8. Passion to work with children aged 0-5 years | E |
| 9. Able to develop relationships with a wide range of people | E |
| 10. Excellent communication skills | E |
| 11. Ability to lead a team | E |
| 12. Able to prioritise appropriately | E |
| 13. Sound understanding of child development and of children's needs | E |
| 14. Ability to plan and implement a nursery curriculum | E |
| 15. Able to make an effective contribution to a team | E |
| 16. Able to motivate and set examples to others | E |
| 17. Willing to understand and work within set budgets | E |
| 18. Administrative/IT skills including Word/Excel | E |
| 19. Experience in marketing, publicity and communications | E |
| 20. Driving Licence | D |

Personal

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| 21. Active Christian faith or supportive of the Catholic ethos | E |
| 22. Commitment to the vision and mission of St Joseph's | E |
| 23. Reliable, conscientious, motivated and pro-active | E |