

**Role Details:**

Pre-Nursery Room Leader (Level 3)

Required for: January 2022

Salary Range: Grade 3

Working hours: 08:00-16.30, Monday - Friday, Term Time Only

(inclusive of a 30 minute unpaid lunch)

A rare and exciting opportunity has arisen. Heygreen Pre-Nursery is looking to appoint a Room Leader for the Pre-Nursery. The successful candidate will join our friendly, hard-working team to work under the direction of the EYFS Leader and Headteacher.

Duties will include:

Planning the curriculum; supporting the ethos of the school and to create a welcoming and family friendly environment; setting up for the daily programme and organising resources and leading other staff within the setting; liaising closely with carers/parents and ensuring each child's needs are recognised and met; providing stimulating learning opportunities for children, offering an appropriate level of support and stimulation; keeping up to date with observation and record keeping; writing a transfer record for each key worker child when they leave the setting; completing the 2 year old assessment check.

The successful candidate must have:

• A proven track record of working in a nursery or pre-school setting

• A good level of education, with at least a grade 4 (C) in English and Maths at either GCSE / 'O'Level

• Must be educated up to NVQ/CACHE Level 3

• Good oral communication skills

The hours for the role are 42.5 hours per week (this includes 30 minutes unpaid break each day) therefore your paid hours are 40 hours per week, Monday - Friday 08:00am - 16:30pm.

If you believe you have the commitment and desire to work in an environment which values all staff as well as setting the highest standards and expectations then please apply using the documents below.

Rainbow Education Multi-Academy Trust is committed to safeguarding and promoting the welfare of children, young people, vulnerable adults and expects all staff and volunteers to share this commitment. We particularly welcome applications from underrepresented groups including ethnicity, gender, transgender, age, disability, sexual orientation or religion. Please note any position that involves working with children requires a declaration of ALL convictions and cautions, regardless of whether these are deemed as 'spent'. An Enhanced DBS check will be carried out before any employment commences. References will be obtained before the interview, at the shortlisting stage, and will be used as part of the interview process. If previous employment has included working with children, then at least one reference must be from this employment, regardless of whether this is the current employer. Any gaps in employment must be detailed and an explanation provided in the relevant section.

Closing date: 21st January 2022

Shortlisting: 24th January 2022

Interviews: W/C 24th January 2022