

JOB TITLE: Early Years Assistant – Level 1

HOURS: 37 per week,

Attributes	Essential Criteria	Desirable Criteria
KNOWLEDGE	<ul style="list-style-type: none"> <li>• A knowledge and understanding of how schools are organised and operate</li> <li>• An understanding of the value of parent/carer involvement</li> <li>• Knowledge and understanding of the Early Years Foundation Stage Curriculum (0-5yrs)</li> </ul>	An understanding of a child's needs in gaining access to the curriculum
SKILLS & ABILITIES	<ul style="list-style-type: none"> <li>• Ability to work as a team</li> <li>• Ability to work with enthusiasm and initiative</li> <li>• Effective communication skills, verbal and written</li> <li>• Ability to work in a flexible manner across the site</li> <li>• A flexible 'can do' attitude to change</li> </ul>	
EXPERIENCE	<ul style="list-style-type: none"> <li>• Experience of working with children aged 5 and under</li> <li>• Experience of working with parents</li> <li>• Experience of partnership working</li> <li>• To support the management of the curriculum provision</li> </ul>	<p>Experience of working with children with additional needs</p> <p>Experience of following care plans</p>
QUALIFICATIONS		<p>NNEB</p> <p>B.TEC Nursery Nursing</p> <p>NVQ Level 3 or NVQ Level 2</p> <p>GCSE grade A-C in English and Maths</p> <p>Additional qualifications to the post</p> <p>A willingness to undertake further qualifications which come with the role</p>
OTHER	<ul style="list-style-type: none"> <li>• An understanding of Bedford Borough Council Safeguarding Policy</li> <li>• A willingness to undertake First Aid training</li> </ul>	Current First Aid certificate
EQUALITY	Candidates must demonstrate understanding of, acceptance and commitment to the principles underlying equal opportunities	