

Job Description

Job Title:	Early Years Educator (Maternity Cover)
Reference:	X00094 - MC
Reports to:	Nursery Manager
Responsible for:	No line management
Salary range:	Academy Banding £25,252 FTE
Contract:	Full time, term-time only – temporary for duration of maternity cover

Main purpose of the role:		
Main duties:	1. Develop and maintain a constructive and ongoing rapport with children and parents 2. Create activities that are fun and educational for the children 3. Collaborate with other teachers to ensure that the school fosters an environment that is inviting and nurturing for every child 4. Deliver reports on potential concerns about students as to management as needed 5. Manage day-to-day classroom activities, including structured lessons, free play, toilet breaks, lunch time and rest time for students 6. Undertake any other duties, which from time to time may be required and be relevant and commensurate with the role, as deemed necessary by the Principal or Nursery Manager	
	Essential	Desirable
Qualification	• Level 3 in Early Years. • EYTS Certified • Evidence of Continuing Professional Development relevant to the role	
Experience	• 2+ years' experience working with children in a classroom setting • Strong knowledge of EYFS Framework	
Skills	• The ability to provide appropriate levels of challenge so that pupils make good progress and achieve beyond their potential • Ability to secure high standards of behaviour by motivating, encouraging	

	and engaging pupils • Ability to develop in pupils the skills to work independently and collaboratively • Demonstrable ability to build effective working relationships with a range of colleagues and stakeholders, including parents/carers, teachers and external professionals • Demonstrable ability to communicate effectively in both oral and written form - for writing learning and support plans, reports on pupil/student progress, and training and guidance for staff • Creative and innovative • Excellent facilitation and presentation skills suitable up to and including senior managers • Data and IT literate with good IT skills • Excellent organisation and time-management skills - needed for prioritising and balancing a busy and varied workload • Empathy and emotional intelligence - in order to recognise and be sensitive to the needs of pupils/students and parents • Analytical and problem-solving skills - necessary for analysing school, local and national data and developing appropriate strategies and interventions
Qualities	• Caring and nurturing attitude towards children • Able to confidently liaise with senior colleagues including in formal settings • Confident in operating flexibly and pragmatically in the face of shifting expectations and pressures • Personal and professional authority and resilience • Able to credibly challenge established assumptions and ways of working and make a valuable contribution to influencing organisational culture • Empathetic, tactful and diplomatic • Solution focused, working collaboratively and collegially with colleagues and stakeholders • Excellent inter-personal skills • A willingness and ability to develop specialist knowledge and keep up to date with local and national policy and developments