



ST. JOSEPH'S CATHOLIC PRIMARY SCHOOL

JOB SPECIFICATION NURSERY ASSISTANT

Responsibilities – Early Years Educator, Nursery Assistant

NOTE FOR APPLICANTS: This form is for you to keep. It specifies all the experience, knowledge, aptitude, skills and personal qualities necessary to perform the duties of the post for which you are applying, to the required level.

You should ensure your application explains how your experience, skills, abilities and knowledge gained in paid or unpaid work, study or training meets each of the selection criteria below including Equal Opportunities where specified.

If you fail to do so, you will not be shortlisted.

Area of Assessment	Job related knowledge
Equal Opportunities	Strong commitment to the principles and practice of diversity and equal opportunities in work practice, as an employee and in service delivery. Meeting needs of children with special education needs and from different backgrounds.
Special Knowledge	Knowledge of Early Years Foundation stage curriculum.
Job related knowledge aptitude skills	To assist in the provision of a range of educational activities and with the planning of these. To observe and report on children's development. Some knowledge of early years teaching and understanding of the needs of children aged 3-5 years old.
Experience	Work within an early education, care play setting and/or direct experience with young children
Educational achievements, qualifications and training	Qualification in childcare A good standard of literacy and numeracy
Personal Skills	Positive approach to working as a member of a team to support children's learning through the Early Years curriculum. Ability to respond quickly to changing situations.
General	To assist in the personal health, hygiene and safety of the children, including assisting children in self-help skills. This includes meal times, feeding, toileting and changing nappies, supporting learning both indoors and outdoors.
Desirable Qualities	A current driving licence. Knowledge of special education needs. Current first aid certificate. Food hygiene certificate