

## PERSON SPECIFICATION

**POST:** Early Years Education Support Worker

**GRADE:** Scale 3

**SECTION:** Children's Centre Facilities

**RESPONSIBLE TO:** Head of Centre  
Deputy Head of Centre

You should demonstrate on your application form how you meet the following essential criteria.

REQUIREMENTS		
EDUCATION and EXPERIENCE		A/I/T
E1	Demonstrable levels of numeracy and literacy equivalent to GCSE (A-C) (or by test).	
E2	Experience of working with children (either in a paid or unpaid capacity) preferably in an education setting.	
E3	Undertaking the relevant qualification either an NNEB Certificate, NVQ Level 3 - Childcare/Early Years Care, BTEC Nationals in Childhood Studies (Nursery Nursing) with suitable practice placements)	
KNOWLEDGE, SKILLS and ABILITY		
E4	Knowledge and understanding of the needs of young children	
E5	An understanding of the needs of children from ethnic minorities, including children who are bi or multi lingual.	
E6	An understanding of the importance of Child Protection and the willingness to acquire knowledge of Child Protection issues and procedures.	
E7	An understanding of the importance of confidentiality and the ability to deal	

	sensitively with difficult situations.	
E8	An understanding of Equal Opportunities and a commitment to putting it into practice in daily work.	
E9	An understanding of health and safety in the workplace and how to implement it in this area of work.	
E10	The ability to promote all aspects of children's learning and development.	
E11	The ability to relate easily to children, staff, parents and other agencies and to work as part of a team.	
E12	The ability to communicate clearly both orally and in writing.	
E13	The ability to work within a multi racial setting and to ensure that each child's racial identity is respected, maintained and enhanced.	
E14	A commitment to staff development and training.	
E= Essential D= Desirable		
Assessed by: A= Application I= Interview T= Test		