

Person Specification

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| Post | Childcare Practitioner |  | Dept | Childcare |
| Grade | Childcare Worker |  | Ref No | 045-23 |

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| Education / Training | Criteria Essential (E)  Desirable (D) | Measured By  Interview (I)  Application (AF)  Assessment Ctre (AC)  Presentation (P) |
| Minimum of Level 3 NVQ in Early Years and Education or equivalent  English Language and Mathematics (minimum Level 2) or willingness to work towards | E  E | AF/I  AF/I |
| Relevant Experience |  |  |
| Experience of working with a range of customers including staff, students, parents, children and other professionals.  Ability to plan activities relevant to the needs of the children in accordance with the Early Years Foundation Stage and Characteristics of Effective Learning.  Understanding of the needs and developmental progress of young children including EAL and additional needs.  Maintaining accurate and up to date records. | E  E  E  E | AF/I  AF/I  AF/I  AF/I |
| Relevant Knowledge/ Skills & Aptitudes |  |  |
| Ability to work as an effective team member  Strong communication skills including verbal and written skills.  A high level of customer focus  Drive, energy and enthusiasm to work flexibly in a changing and challenging environment. | E  E  E  E | AF/I  AF/I  AF/I  AF/I |
| Special Requirements |  |  |
| The successful applicant will need to have an enhanced DBS check to work in the College environment.  The post holder would be required to demonstrate an ability to show discretion and maintain confidentiality  Must be willing to undertake appropriate training and development in order to meet the requirements of the college.  Awareness of health and safety and safeguarding requirements  The post holder must hold a current Award in Food Safety in Catering Level 2  The post holder must hold a current Paediatric First Aid Certificate or willing to work towards  Commitment to the principles of valuing diversity and equal opportunities.  Bolton College is committed to safeguarding and promoting the welfare of young people and vulnerable adults and expects all staff and volunteers to share this commitment. | E  E  E  E  D  E  E  E | AF/I  AF/I  AF/I  AF/I  AF/I  AF/I  AF/I  AF/I |