

# Early Years Teacher - Oaks Nursery - 98445 - Grade 6 - (210001XM)



UNIVERSITY OF  
BIRMINGHAM



## Position Details

Oaks Nursery, Campus Services

Location: University of Birmingham, Edgbaston, Birmingham UK

Full time starting salary is normally in the range £27,924 to £30,497. With potential progression once in post to £34,304 a year.

Grade 6

Part Time 25 hours over 3 days per week / Permanent

52 weeks per year or would consider Term time only 38 weeks

Closing date - 28th October 2021

## **Job Summary**

The role of the Early Years Teacher is to ensure that all children attending The Oaks Day Nursery and Preschool Unit receive high quality care, are kept safe and receive rich and stimulating play experiences which meet their individual needs and support all aspects and components of the Early Years Foundation Stage curriculum. From September 2021, The Oaks will be using Birth to Five Matters as a supporting document. The role will entail supporting the nursery manager on a daily basis by overseeing the effective running of the Oaks curriculum, following the vision and ethos set by the setting and embedding the pedagogy with the staff team.

## **Main Duties**

### **Marketing**

- Effectively communicate information to prospective customers and to provide guidance, support and reassurance to new parents.

### **Care and Education**

- Provide high standards of quality care and education within the nursery including the environment, resources and experiences offered to children.
- Comply with the statutory framework for the Early Years Foundation (EYFS) and relevant legislation including the Children Act 1989 and 2004.
- Demonstrate inclusive practice and positive behaviour management techniques to the staff team.
- Promoting the welfare of the children and ensure the children are kept safe and Child Protection Procedures are followed where necessary.
- Work with outside professional bodies or agencies.
- Work with the Lead Early Years teacher to continuously improve quality of childcare and education.
- Develop and provide teaching aids
- Work with the Nursery Manager and Inspectors during inspections by regulatory bodies and assist in the implementation of any recommendations made by those external bodies or recommendations made following a programme of internal audits.

### **Personnel**

- Notify the Management Team of any concerns or issues regarding Company policies and procedures.
- Maintain a positive attitude at all times with children, parents, carers, visitors and work colleagues.
- Ensure confidentiality, where appropriate, is maintained.
- Actively participate in all self-development activities including appraisals, One to One meetings and interim performance reviews for the Senior Practitioner.
- Adhere to all Company policies and procedures.

- Attend and deliver training at staff meetings and staff training days.

### **Training**

- Learn about and keep abreast of current developments in childcare and education policy and practice.
- Support and mentor staff at the nursery in the skills and behaviours that safeguard and promote outstanding outcomes for children.
- Ensure that practitioners are able to identify and acknowledge children's different learning styles and offer support that is gradually removed to enable the child to develop confidently and independently.

### **Finance**

- Support the Nursery Manager in deploying people, resources and equipment efficiently and effectively.

### **Facilities**

- Ensure equipment is well maintained and meets Health and safety/EYFS requirements.

### **Health and Safety**

- Take responsible care for the Health and Safety of themselves and colleagues who may be affected by acts or omissions at work.
- Demonstrate the highest standard of hygiene and cleanliness of the children at all times.
- Ensuring the premises and the environment are safe, clean, tidy and well maintained.

### **Mindfulness**

- Motivate and inspire other practitioners to have high expectations of all children and to demonstrate commitment ensuring that they achieve their full potential.
- Encourage a culture of listening to children, paying attention to what they say and valuing and respecting their views.
- Help children to develop a sense of self awareness and emotional resilience.

The nursery team has a personal responsibility to identify any training and development they feel they need to meet the requirements of their role. The nursery team has direct access to Human resources in all matters relating to their employment. For all day-to-day operational matters the Nursery Manager is the immediate supervisor.

The duties and responsibilities listed above form part of the contract of employment and describe the post as it is at the present time. The University of Birmingham reserve the right to change the duties and responsibilities above and the post holder is expected to accept any reasonable alterations that from time to time may be necessary.

## **Person Specification**

- Hold a full and relevant childcare and education qualification to NVQ Level 6 or equivalent
- GCSE English Language and Maths at grade C or above
- Experience in working with children from birth to five years
- Experience in customer care
- A sound knowledge of child development from birth to five years
- Knowledge of online educational systems.
- An understanding of the Revised Early Years Foundation Stage curriculum and the statutory framework and non –statutory frameworks
- An understanding of Health & Safety in the workplace
- An understanding and commitment to Equal Opportunities and Child Protection procedures
- Knowledge of Ofsted regulations and inspection criteria
- Up to date knowledge of current thinking in developments in early years and a willingness to undertake further relevant training
- A genuine love of and gain enjoyment from working with children
- Suitable to care for children
- Be both mentally and physically suitable to care for children
- The ability to form and maintain appropriate relationships and personal boundaries with children
- Emotional resilience in working with challenging behaviours
- The ability to write legibly and have good presentation skills
- Effective communication skills both written and oral with adults and children
- Able to work as part of a team
- Good organisational skills

The University is committed to safeguarding and we promote safe recruitment practice, therefore all associated pre-employment checks will be undertaken before any appointment is confirmed. Due to the nature of the work undertaken in this role all successful applicants will be subject to a satisfactory Occupational Health and/or DBS clearance prior to appointment.

Informal enquiries can be made to Emily Grainger, Email: [e.grainger@bham.ac.uk](mailto:e.grainger@bham.ac.uk) or Telephone: 0121 414 7999.

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***We value diversity and inclusion at the University of Birmingham and welcome applications from all sections of the community and are open to discussions around all forms of flexible working***

**Primary Location**

GB-GB-Birmingham

**Job**

Specialist/Professional

**Organization**

Campus Services

**Schedule**

Regular

Part-time

**Job Posting**

11.10.2021, 1:25:33 PM

**Grade (for job description) Grade 6****Salary (Pay Basis)**

27,924.00

**Maximum Salary**

34,304.00

**Advert Close Date**

28.10.2021, 11:59:00 PM