

# Nursery Practitioner (Rolling Advert) - Elms Nursery - Band 300 - (210001WQ)



UNIVERSITY OF  
BIRMINGHAM



## Position Details

Elms Nursery

Location: University of Birmingham, Edgbaston, Birmingham UK

Full time starting salary is normally in the range £18,602 to £19,200, with potential progression once in post to £22,152

Band 300

Full Time - Permanent

Closing date - 1st November 2021

DBS Clearance Required

## **Our offer to you**

People are at the heart of what we are and do.

The University of Birmingham is proud to have been a part of the City of Birmingham and the wider region for over 100 years, and we are equally proud to be recognised as a leading global university. We want to attract talented people from across the city and beyond, support them to succeed, and celebrate their success.

We are committed to helping the people who work here to develop through our sector-leading Birmingham Professional programme which provides all professional services staff with development opportunities and the encouragement to reach their full potential. With almost 5,000 professional services jobs in a wide-range of functions in Edgbaston and in our campus in Dubai, there are plenty of opportunities for you to be able to develop your career at the University.

We believe there is no such thing as a typical member of staff and that diversity is a source of strength that underpins the exchange of ideas, innovation, and debate. We warmly welcome people from all backgrounds and are committed to fostering an inclusive environment where diversity is at the heart of who and what we are, and how we work.

Supporting our people to achieve a healthy work/life balance is important both to our employees and to the success of the University and, depending on the role, we offer a variety of flexible working arrangements. We therefore welcome discussions on all forms of flexible working. In addition, you will receive a generous package of benefits including 40 days paid holiday a year, one paid day a year for volunteering, occupational sick pay, and a pension scheme. We also have three high quality subsidised day nurseries.

The University is situated in leafy Edgbaston and there are excellent transport links to our beautiful campus, including main bus routes and a train station on site. On campus we have a state-of-the-art sports centre with pool, shops, places to eat and drink, our own art gallery, museum and botanical gardens.

Find out more about the [benefits of working for the University of Birmingham](#)

## **Job Summary**

The role of the Nursery Practitioner is to ensure that all children attending The Elms and Oaks Day Nurseries 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. This role will entail light domestic duties as and when required in the playrooms.

## **Main duties**

1. Provide high quality, positive care for children through social, emotional, educational and practical interaction, nurturing and guidance.
2. Make sure the children are kept safe, are well, and that Child Protection Procedures are followed.
3. Implement the key worker system to address the individual needs of each child, their family and carers.
4. Observe and keep records of the activities and progress of children.
5. Partner with parents/carers to keep them informed of their child's day and progress.
6. Organise, maintain and ensure a clean, tidy, hygienic, safe, child-friendly environment.
7. Supervise activities such as arts and craft, cooking, reading, music, outdoor and physical activities.
8. Maintain toys and equipment.
9. Feed babies and ensure the nutritional needs of children are met, complying with Food Safety Regulations.
10. Change nappies and help children with potty/toilet training.
11. Help children to learn social, emotional, numeracy, language and practical skills.
12. Work with staff within the nursery to provide a high quality nursery service.
13. Work with outside professional bodies or agencies as appropriate.
14. Implement the daily routine of the nursery.
15. Participate in meetings.
16. Follow the nursery's practices, processes and procedures. E.g. positive behaviour management techniques.
17. Learn about developments in childcare and undertake training as required.
18. Ensure the health and safety of colleagues and children, complying with all Health and Safety requirements.
19. Treat everyone with dignity and respect, supporting equality and valuing diversity.

20. Undertake other duties as required.

### **Required Knowledge, Skills, Qualifications, Experience**

1. Childcare and Education NVQ Level 3 or equivalent
2. GCSE English Language and Maths at Grade C or above
3. Experience of working with children from birth to 5 years and positive behaviour management
4. Knowledge of developments in early years education and willingness to undertake training
5. Knowledge of legislation, regulations, inspection criteria and curriculum relevant to Early Years.
6. Understanding of how to ensure health and safety and hygiene in a childcare setting
7. Understanding of and commitment to Child Protection procedures
8. Suitability and ability to care for children, including ability to deal with challenging behaviours.
9. Ability to communicate well and work well with children and adults from diverse backgrounds.
10. Ability to write legibly and present information well
11. Ability to work well as part of a team
12. Good organisational skills
13. Ability to learn and understand how diversity considerations affect early years' childcare.
14. Ability and willingness to take on duties as required

Informal enquires to Selina Hunt, email: [s.hunt@bham.ac.uk](mailto:s.hunt@bham.ac.uk)

 <p><b>COLLABORATIVE</b></p> <ul style="list-style-type: none"> <li>• Works effectively with others, using guidance, support, and advice as appropriate</li> <li>• Understands the broader context and how own work impacts more widely</li> </ul>	 <p><b>INNOVATIVE</b></p> <ul style="list-style-type: none"> <li>• Continuously reflects on work practices, and proactively recommends and makes improvements</li> <li>• Actively seeks and participates in learning and development opportunities</li> </ul>	 <p><b>EXCELLENT</b></p> <ul style="list-style-type: none"> <li>• Reliable and highly motivated</li> <li>• Provides consistently high level of customer service</li> </ul>	 <p><b>INCLUSIVE</b></p> <ul style="list-style-type: none"> <li>• Self-aware and understands impact of own behaviours on self and others and how others' behaviour impacts them</li> <li>• Embraces different perspectives</li> </ul>	 <p><b>CONFIDENT</b></p> <ul style="list-style-type: none"> <li>• Flexible and adaptable in approach and takes responsibility for achieving goals</li> <li>• Seeks help and advice when needed, and is willing to take calculated risks when appropriate and learn from mistakes</li> </ul>
---	--	---	---	--

*Valuing excellence, sustaining investment*

*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**

Estates/Facilities

**Organization**

Campus Services

**Schedule**

Regular

Full-time

**Job Posting**

04.10.2021, 2:01:27 PM

**Grade (for job description) Band 300**

**Salary (Pay Basis)**

18,602.00

**Maximum Salary**

22,152.00

**Advert Close Date**

01.11.2021, 11:59:00 PM