



Job Specification

Position: Apprentice

The following are the criteria which will be used to select the candidate for this post. It is therefore essential that you show evidence of meeting these requirements in your application, interview and work trial.

Position Requirements	Essential/ Desirable E/D	Criteria	Assessed from A: application I: Interview T: Trial
Qualifications	E	Min A* - C grade in GCSE English & Maths or equivalent	A/I
	D	Nursery Nurse equivalent or Level 3 equivalent in childcare or support worker in school	A/I
	E	Experience of working as a nursery assistant or teaching assistant in a educational environment	A/I
	E	Evidence of continuing or further professional development or other relevant national or professional qualification	A/I



Knowledge and Understanding	E	Ability to support learning across the Early Years Foundations Stage with the commitment to raising levels of achievement	A/I/T
	E	Recognise that each child has specific needs that need to be nurtured and developed through careful and sensitive support and intervention	A/I/T
	E	Ability to implement and deliver intervention programmes, making accurate observations, communicating these with feedback to the teacher	A/I/T
	E	Excellent interpersonal and communication skills, particularly in relating well to children and adults	A/I/T
	E	Ability to motivate and encourage in order to establish a supportive relationship with the child, giving praise and positive recognition to help build self esteem	A/I/T



	E	Ability to work independently or as part of a team demonstrating initiative, tact and diplomacy	A/I/T
	E	Ability to work collaboratively and constructively as part of a highly motivated staff team understanding roles and responsibilities and your own position within these	A/I/T
	E	Willingness to learn from colleagues and act on advice	A/I/T
	E	Good understanding of Early Years Foundation Stage curriculum or other basic learning programmes and strategies and how children learn	A/I/T
	E	Ability to meet the child's needs as required whilst encouraging independence/ autonomy of the child.	A/I/T
	E	Ability to use own initiative to develop resources in order to support small groups of children	A/I/T
Personal Qualities and Relationships	E	Display a sunny, calm and 'can do' attitude with a flexible and adaptable approach to work	A/I/T



	E	Committed to providing a high quality service at all times with the confidence to query and make suggestions as part of the EYFS team	A/I/T
	E	Punctual, organised with excellent time management skills	A/I/T
	E	Desire and determination to be a lifelong learner and improve personal effectiveness	A/I
	E	Approachable	A/I
	E	Committed	A/I
	E	Empathetic	A/I
	E	Enthusiastic	A/I
	E	Organised	A/I
	E	Efficient	A/I
	E	Flexible	A/I
	E	Patient	A/I
	E	Passionate about children's outcomes	A/I
	E	Resourceful	A/I
	E	Determined	A/I
	E	A sense of humour	A/I
	E	To like children	A/I
Expected Behaviour	E	A good understanding of the need for strict confidentiality and integrity in carrying out duties	A/I



	E	Awareness of equalities and anti discriminatory practices and safeguarding of children	A/I
	E	Understanding of relevant policies/ codes of practice and awareness of relevant legislation	A/I

