



Person Specification

Nursery Manager

Responsible to: Area Operations Manager and Operations Director

QUALIFICATIONS & EXPERIENCE

Essential Criteria

- A childcare and education qualification equivalent to Level 3
- A minimum of 2 years post qualifying in a Day Care Setting
- Experience of leading and supporting a team
- Experience of Budget planning and Financial Management

Desirable Criteria

- A Degree in Early Years Childcare and Education
- Management qualification
- Experience as a Nursery Manager
- To hold a current First Aid Certificate

KNOWLEDGE

Essential Criteria

- Excellent knowledge and understanding of the EYFS Framework
- Comprehensive knowledge of child development
- Excellence Knowledge of the statutory framework for the EYFS
- A sound knowledge of safeguarding procedures
- A comprehensive understanding of the inspection process of regulatory bodies
- Health and Safety Issues

Desirable Criteria

- A knowledge of current research related to the Early Years Sector

SKILLS AND ABILITIES

Essential Criteria

- Effective leadership skills
- Excellent communication skills both verbal and written
- Ability to work individually and as part of a team
- Respect all cultures of colleagues and children
- Self motivated and a positive attitude
- The ability to problem solve
- Ability to prioritise your workload
- To self reflect on nursery practice to raise quality standards
- IT skills

OTHER

Essential Criteria

- A willingness to learn undertake further relevant training

Desirable Criteria

- Full, clean UK driving license

