

APPOINTMENT OF A SENIOR EARLY YEARS ASSISTANT FOR DE LA SALLE COLLEGE

PERSON SPECIFICATION / SELECTION CRITERIA

[A]

THE PERSON APPOINTED WILL HAVE CONSIDERABLE EXPERIENCE IN AN EARLY YEARS SETTING

[B] TRAINING AND QUALIFICATIONS

	Essential	Desirable	A	I
Cache 3 Diploma for Early Years / Children and Young People's Workforce	•		A	
Further qualifications in Early Years practice or management		•		
Appropriate First Aid qualification		•	A	
Recent participation in relevant professional development		•	A	
Recent experience or training in Early Years	•		A	I
Familiarity with using Development Matters	•		A	I
Skills in observing children's learning and planning next steps	•		A	I

* A: Application I: Interview

[C] PROFESSIONAL KNOWLEDGE AND UNDERSTANDING

Applicants should be able to demonstrate a good knowledge and understanding of the following areas

	Essential	Desirable	A	I
Familiarity with Tapestry		•	A	I
Familiarity with using Development Matters	•		A	I
An ability to be able to work as part of a Team	•		A	I
Experience in supporting, managing or leading colleagues in an Early Years setting	•		A	I
An understanding of how to use a range of techniques to support different children's needs	•		A	I
Ability to motivate and inspire children of all abilities	•		A	
Act as a role model for children and staff by setting high personal and professional standards	•		A	
An understanding and experience of using assessment to improve and monitor standards	•		A	I
An understanding of how technology can support learning	•		A	
Seek advice and support when necessary	•		A	
Communicate effectively with parents and colleagues	•		A	

[D] PERSONAL SKILLS AND ABILITIES

	Essential	Desirable
Enjoyment of working with young children	●	
Communication	●	
Interpersonal skills	●	
Stamina and resilience	●	
Confidence	●	
Listening skills	●	
Approachability	●	
Adaptability	●	
Flexibility	●	
Responsibility	●	
Sensitivity to the needs of the wider community	●	
A motivation to work with Early Years at De La Salle	●	
Enthusiasm	●	

[E] OTHER REQUIREMENTS

	Essential
Willingness to support the Catholic Christian ethos of the College	●
Letter to the Head of Primary School, Mr Gary Coutanche, outlining reasons for application	●
Application form should be completed in full	●
Application letter should address the criteria identified in the person specification	●

[F] CONFIDENTIAL REFERENCES AND REPORTS

	Essential
Full enhanced DBS will be required by the College	●
Written reference(s) only	●
Confirmation of professional & personal knowledge, skills & abilities referred to above.	●
Positive recommendation from current employer	●
Satisfactory health and attendance record.	●