

PERSON SPECIFICATION

Post:	Child Development Officer
Job Family/ Grade/Level:	Social Renewal, Learning and People Development Grade 5, Level 4

Summary of Role:	• Deliver an inclusive and diverse Early Years service that protects and cares for children • Deliver a service that promotes social justice and anti-discrimination • Deliver an Early Years service which is broad and balanced • Deliver the curriculum appropriately and effectively • Work as part of a team in collaboration with all relevant stakeholders • Develop and implement plans and programmes to ensure the needs of all service users are being met • Liaise with relevant partners
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CRITERIA	ESSENTIAL	DESIRABLE	EVIDENCE
Education, Qualifications and Training	NNEB, NC/HNC, SVQ2/3, SVQ2/HNC, NC/SVQ3.		Certificates
Skills, Knowledge and Competencies	Excellent verbal and written communication skills. Demonstrate the ability to report and feedback to a range of stakeholders. Demonstrates the ability to deliver the curriculum appropriately and effectively. Ability to contribute to the work of a team within an Early Years setting. Ability to participate in inspection processes in line with legislative and procedural compliance.	Experience of working in an Early Years setting. Experience developing and implementing plans to meet the needs of service users. Knowledge and awareness of current relevant legislation and procedural compliance. IT literacy	Application Form/Interview
Other	Registration with Scottish Social Services Council Flexible Approach to Working Hours Commitment to Continuous Professional Development Enhanced Disclosure		Certificates Application Form Interview



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	Scotland check will apply. Applicants must be eligible to apply for membership of the Protection of Vulnerable Groups Scheme.		

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