Early Years Lead Practitioner (Isles)

Location as per advert

At a glance:

Grade: F/G
Salary: As per advert

Allowances:

- Distant Islands Allowance

Job Purpose:

Your work will include taking responsibility for delivering a high-quality early learning and childcare service which meets the needs of and promotes the development of young children and their families.

For application support contact **hrsupport@orkney.gov.uk** or call **01856 873535 ext.2250**

Benefits and Support

34 days annual leave, increasing to 39 days over 5 years, inclusive of Public Holidays (pro-rata)	Supported to work and earn whilst achieving qualification
Local Government Pension Scheme	Maternity, Paternity and Sick Pay
Comprehensive induction process	Employee Assistance Programme

Main Duties and Responsibilities

- Promote and uphold the Rights of the Child, and value each child as rich in potential, strong, powerful and competent in their own right and advocate for every child and support their wellbeing
- Create a warm, caring ethos in which each child feels secure, respected and valued and where children are encouraged and supported to develop intrinsic motivation, self-confidence and respect for others
- Work directly with parents and families, support family learning, and arrange and attend parent meetings/evenings
- Be responsible for providing, developing and maintaining a stimulating environment (inside and outside) to support and motivate young children in their learning, including ensuring that materials and resources match children's interests and development needs
- Establish positive relationships with children, young people, colleagues and parents and carers
- Interact intentionally and effectively with the children to develop their confidence, extend learning and promote children's development including the acquisition of language, literacy and maths skills
- Ensure that the team gather and record observations and use these to reflect on each child's development and plan for next steps in learning, underpinned by the Principles for Curriculum Design
- Lead the feedback to team meetings and work with colleagues, children and parents in recording and reporting on each child's progress and maintaining children's learning profiles
- Be committed to working in an environment that promotes social inclusion
- Engage with Early Years Staged Intervention Processes and plan to meet the needs of all children, in particular children with additional support needs, including creating individualised support plans.
- Attend to the need for comfort and care of young children when distressed, ill or hurt and where appropriate complete records according to nursery, school and Council policy.
- Assist children with personal care tasks, including toileting, nappy changing, dressing and feeding and to look on these as a learning opportunity to support children's skill development
- Plan healthy snack menus and support children at snack and meal times, ensuring children are safe and developing these times as a social and learning experience.
- Be responsible for planning for trips, outings and visitors to develop children's interests and enhance their learning, including undertaking risk benefit assessments where appropriate
- Plan and participate in activities that support the evaluation of the setting's work, including contributing to the improvement planning process.

Engage in Care Inspectorate self-assessment activities and implement any recommended improvements.
Keep up to date with early years initiatives and developments and participate in training and professional development, review and personal reflection.
Contribute to team development by sharing good practice, recognising the skills of others and supporting new initiatives.
Plan registration and enrolment activities, including organising sessions for families to visit and preparing induction materials.

Responsibilities for All

Embody the Council Values of Accountable, Reliable, Considerate and Collaborative.	Participate in team meetings, 1 to 1s, supervision and good conversations process
Handle all information in confidence and in line with Data Protection requirements	Comply with the Council Employee Code of Conduct
Work safely to prevent risk to yourself and others	Comply with relevant professional body codes of practice/conduct
Ensure Equality, Diversity and Inclusion	Any other duties appropriate to your grade
Undertake mandatory and relevant training and development	Where required Support the Council's emergency response

Skills and Requirements

Must have

A minimum of 2 years' experience in an early learning and childcare setting or other relevant early childhood setting
Sound knowledge of child development 0-5 and an understanding of meeting the individual development needs of young children
Knowledge and understanding of current early years practice, local and national practice guidance
Experience in developing nurturing, stimulating early learning environments
Experience of developing warm, respectful relationships with children and adults
Experience in leading the development of a child centred experience
Experience of using a range of observation strategies to identify and plan next steps in learning
Experience of planning for and working with young children with additional support needs
Experience of reflecting on practice

Register with the SSSC as a practitioner within 3 months of taking up post
To be appointed at Grade F: Good general standard of literacy and numeracy. Requirement to achieve a relevant qualification which enables registration with the SSSC as a Practitioner (Day Care of Children), e.g., HNC in Childhood Practice, SVQ Level 3 (SCQF7) Social Services (Children and Young People) within 3 years of taking up post
To be appointed at Grade G: Relevant qualification which enables registration with the SSSC as a Practitioner (Day Care of Children), e.g., HNC in Childhood Practice, SVQ Level 3 (SCQF7) Social Services (Children and Young People)

Requirements of the Role

Disclosure/PVG:	PVG Children	Convictions to Declare:	All
Politically Restricted Post:	No	Sponsorship:	No
Work Additional Hours:	No	Term Time Post:	Yes