ORKNEY ISLANDS COUNCIL

Early Years Practitioner

Work location as per advert

At a glance:
Grade: C/E/F
Salary: As per advert
Allowances:

- Distant Islands Allowance

Job Purpose:
Your work will include 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
Advocate for every child and support their welfare including personal, social and emotional wellbeing
Support the creation of 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
Support family learning and work directly with parents and families in supporting their child's early learning, and attend parent meetings/evenings
Contribute to 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 responsively and intentionally with the children to develop their confidence, extend learning and promote children's development
Assist with gathering and recording observations and to use this to reflect on each child's development and plan for next steps in learning
Use a range of approaches to record each child's progress and assist in maintain their learning profile
Be committed to working in an environment that promotes social inclusion
Engage with Early Years Staged Intervention Processes and in collaboration with others, engage in planning to meet the needs of all children, in particular children with additional support needs
Attend to the need for comfort and care of young children when distressed, ill or hurt and, where appropriate, complete records according to 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
Prepare a healthy snack for children and support children at snack and meal times, ensuring children are safe and developing these times as a social and learning experience. Maintain good infection control procedures.
Participate in activities that support the evaluation of the setting's work, including contributing to the improvement planning process.

Keep up to date with early years initiatives and developments and participate in training and professional development, review and personal reflection, including sharing practice with colleagues in other settings
Additional duties and responsibilities at grade E/F
Make use of a range of approaches to gather and record observations, and to use this to reflect on each child's development and plan for next steps in learning, underpinned by the Principles for Curriculum Design.
Provide, develop and maintain 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.
Feedback to team meeting and work with colleagues, children and parents to record and report on each child's progress and maintain children's learning profiles.
Support family learning and work directly with parents and families in supporting their child's early learning and attend parent meetings/evenings in the role of keyworker.

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

To be appointed at Grade C (trainee practitioner):
Good general standard of literacy and numeracy
and a willingness to achieve a recognised qualification to enable full registration with SSSC, as a Practitioner (Day Care of Children)
Registration with the SSSC as a Practitioner (Day Care of Children) within 3 months of appointment
Show an understanding of the needs of young children and how to respond to them.
Ability to work effectively as part of a team.
To be appointed at Grade E:
Good general standard of literacy and numeracy
and minimum of 2 years' experience involving young children
and a willingness to achieve a recognised qualification to enable full registration with SSSC, as a Practitioner (Day Care of Children), within 3 years of taking up post.
To be appointed at or progress to Grade F:
Minimum of one year's experience of working with young children in a dedicated Early Learning and Childcare setting (this may be in a training or student role)
and hold an HNC in Childhood Practice, SVQ Level 3 (SCQF7) Social Services (Children & Young People) or other recognised qualification which enables full registration with SSSC as a Practitioner (Day Care of Children).
For all appointments at Grade E and F:
Registration with the SSSC as a Practitioner (Day Care of Children) within 3 months of appointment
Show an understanding of child development (0-5).
Show experience of meeting the individual development needs of young children.
Show knowledge of current Early Years practice and practice guidance.
Experience in developing nurturing, stimulating Early Learning and Childcare environments.
Show an understanding of the needs of young children and how to respond to them.
Experience in contributing to the development and delivery of a child centred experience.
Experience of using observation to identify and plan next steps in learning
Ability to work effectively as part of a team.

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:	No