

Job Profile: Early Years Educator (Teacher Qualified)

Job Title: Early Years Educator (Teacher Qualified)

Job Grade: Qualified Teacher Status MPR

Salary Range: £32,157 - £42,624

It is for use during recruitment, setting objectives as part of the performance management process and other people management purposes. It does not form part of an employee's contract of employment

About Camden

'Camden is building somewhere everyone can thrive, by making our borough the best place to live, work, study and visit. Because, we're not just home to UK's fast-growing economy. We're home to the most important conversations happening today. And we're making radical social change a reality, so that nobody gets left behind. Here's where you can help decide a better future for us all.

The Integrated Early Years Service aims to reduce inequalities and improve outcomes for parents, carers and their children with a focus on the providing high quality early years experiences that will support children future learning and life chances.

About the role

To contribute to the promotion and development of an integrated education and day care service that offers high quality services for children aged 0 to 5 years.

Example outcomes or objectives that this role will deliver

- To carry out the duties of a teacher under a teacher contract (as defined under the teacher's pay and conditions act.
- In addition to the 1265 specified hours, a teacher is required to work additional hours as may be needed to enable you to discharge effectively your professional duties including the writing of reports on pupils and the preparation of lessons, teaching materials and teaching programmes, as defined in the teachers pay and conditions document.
- To lead on the planning, implementation and evaluation of a high quality early years curriculum which includes a full commitment to anti-discriminatory practice. This will include daily, weekly and termly planning to meet children's needs and interests.
- To operate as a key person with responsibility for a group of children and supporting the smooth transition from home to centre and from centre to school.

- To promote children's development within a secure, safe and stimulating environment, and with reference to good practice curriculum guidance appropriate to the ages and stages of development of the children.
- To effectively manage the behaviour of the children in line with procedural guidance and to implement planned interventions for children with SEND and additional needs.
- To provide appropriate physical care in areas of washing, toileting, feeding, dressing, comforting and administering medication.
- To organise outings for children's interest, education and enjoyment and with regard to safety.
- To work in partnership with parents, including home visits as part of the child's induction, maintaining close and regular contact as appropriate for the age of the child, holding regular meetings and presenting reports.
- To be responsible for the assessment of children's overall development, including carrying out observations, recording children's achievement, and maintaining developmental records to a high standard
- To be an active member of a multi-disciplinary team of staff, communicating and working together to create an environment in which children's development is fostered and in which good relationships grow.
- To liaise with outside agencies and other professionals and to contribute to relevant meeting on an off site
- To work with due regard to Child Protection procedures and to report matters of concern to the Head.
- To participate in annual performance management and regular support and supervision, attend group and staff meetings, and receive appropriate training and staff development in line with Council policies and the Investors in People Scheme.
- To assist with the wider developments of the centre as a community resource, including participation in drop-ins and toy library services, parent education and family support initiatives.

About You

- The post holder must have Qualified Teacher Status (QTS) and Teacher Reference number
- Satisfactory Enhanced DBS
- At least 2 years' experience of working directly with young children in a group day care situation.
- Some experience of working as part of a team.
- Experience of working in a similar setting
- To have the ability to use information technology systems and equipment.
- To have an understanding of the importance of confidentiality and to be able to listen and respond appropriately with tact and diplomacy in sensitive situations.
- To have an understanding of child protection procedures and an ability to use this knowledge in practice.
- To have the ability to communicate effectively with a wide range of people both orally and in writing.

Decision making and creativity

1. Creativity is required when encouraging, supporting and engaging with children at play that is emotionally, intellectually, physically and socially challenging.
2. The post holder will act as room leader and make decisions on day to day matters with more complex or contentious decisions being made in conjunction with the line manager.
3. Decisions and recommendations made may have significant impact on children's development and learning.
4. The post holder will contribute to individual planning for children.

Work Environment:

1. The post holder may be required to work outside of normal hours on occasion, with due notice.
2. The post holder must be able to work to the shift pattern required by the centre, falling between 8am and 6pm.
3. Work is subject to frequently changing demands and requires a degree of flexibility.
4. There are some deadlines around reporting on curriculum and planning and assessment of children.
5. There will be situations requiring the resolve of conflicting priorities.
6. There may be some requirement to lift and assist in toileting and changing and in helping to transfer from seating to mobility aids. The post will help children to acquire and develop self-help skills including toileting and personal hygiene.
7. Work may involve implementing individual movement programs, under the direction of other professionals.
8. The post holder will be required to help with first aid provision, comforting sick or injured children. In emergency situations he/she will need to liaise with the designated first aider, senior staff and medical professionals, accompanying children to hospital or doctors as necessary.
9. Any basic medical procedures that may need to be carried out infrequently will have training provided for.

People Management Responsibilities:

- No line management responsibilities.
- Day to day supervision of staff in the nursery classroom.

Relationships:

- Other professionals working with children attending the centre
- Parents/carers and members of the public
- Local schools and community groups

Over to you

We're ready to welcome your ideas, your views, and your rebellious spirit. Help us redefine how we're supporting people, and we'll redefine what a career can be. If that sounds good to you, we'd love to talk

Is this role Politically Restricted?

Some posts at Camden are politically restricted, which means individuals holding these posts cannot have active political role. For a list of all politically restricted roles at Camden [click here](#).

Diversity & Inclusion

We want Camden Council to be a great place to work and to ensure that our communities are represented across our workforce. A vital part of this is ensuring we are a truly inclusive organisation that encourages diversity in all respects, including diversity of thinking. We particularly welcome applications from Black, Asian and those of Other Ethnicities, LGBT+, disabled and neurodiverse communities to make a real difference to our residents so that equalities and justice remains at the heart of everything we do. Click [Diversity and Inclusion](#) for more information on our commitment.

Agile working

At Camden we view work as an activity, not a place. We focus on performance, not presenteeism. We create trusting relationships, we embrace innovation rather than bureaucracy and we value people. Collaboration is the Camden way, silo working isn't.

At Camden we are proud to be one of Hire Me My Way's inaugural campaign supporters. Hire Me My Way is a national campaign led by Timewise, designed to increase the volume of good quality jobs that can be worked flexibly in the UK (www.HireMeMyWay.org.uk). Hire Me My Way aims to treble the number of available good quality flexible jobs to 1 million by 2020.

Asking for Adjustments

Camden is committed to making our recruitment practices barrier-free and as accessible as possible for everyone. This includes making adjustments or changes for disabled people, neurodiverse people or people with long-term health conditions. If you would like us to do anything differently during the application, interview or assessment process, including providing information in an alternative format, please contact us on 020 7974 6655, at resourcing@camden.gov.uk or post to 5 Pancras Square, London, N1C 4AG.