



L3 EDUCATOR - SKYLAR - SESSIONAL BANK STAFF JOB PACK

Thank you for showing an interest in the post. Please see all the information below for the post you are interested in which includes Project Information, Job Description, Person Specification and information on how to apply and closing dates.

If you wish to attend an informal visit to our setting, please do get in touch. These sessions are optional and attendance/non-attendance will not in any way influence the short-listing process. If you wish to attend, please email helen.dobson@trellya.com

PROJECT INFORMATION

This article from Nursery World describes the Skylar project:

Trellya works with children and young people living in areas of social and economic disadvantage providing support, activities, advice, training and opportunities to help them make better decisions about their lives.

Trellya, which has been operating for the last 14 years, owns its own multi-use centre that also provides services across the community.

Now the award-winning charity has created a family project to include new nursery provision that will care for babies and toddlers from the communities it serves.

Trellya will be one of only a few projects that works with disadvantaged young people from baby to adulthood, this could make a huge difference to ending the cycle of generational poverty and social exclusion.

Trellya recognises the critical role early years' care and education can play in a child's development and the importance of good practitioners.

Trellya will deliver the best in early years' care practice to babies and young children that need it most, who would simply not be able to access it otherwise.

The Skylar project takes place at the Lescudjack Centre – a former SureStart centre – in Penzance and are looking to recruit a team to operate the nursery provision.

As an Ofsted registered provision, Skylar we will be delivering the EYFS framework in a flexible and innovative way that responds to these children as individuals. Nurturing them through the critical Early Years period we will give these children the care and support they need to develop and thrive.

Trelya has significant expertise in social exclusion so we would be bringing our expertise to that side of the project, and we are prepared to look at supporting the right team members through training if they can show other attributes that we think will make them a great fit here.

The Skylar project is about not necessarily looking to create childcare provision in a mainstream sense but is something more. This is about an educational provision. It's about enriching lives and embedding resilience.

Trelya has the space, the structure and the need. It's all about the quality of the people so we are interested in hearing from anyone who wants to work as part of what is already a strong team and a who has something to offer and is passionate about making a difference. It may someone who wants a permanent move to Cornwall, it may be someone already here, it may be someone who wants to just come for a year or on a sabbatical. It's what they can bring that matters.

L3 EDUCATOR – SKYLAR JOB DESCRIPTION

Post Title:	Early Years Educator (L3) 0-4yrs
Salary:	Variable / dependant on experience, skills, qualifications.
Location:	Penzance – some local travel possible
Reports to:	Skylar Nursery Manager
Working arrangements:	As and when required. Part –time, working hours, mainly daytime. May include evenings and weekend as necessary
Purpose of Post:	To work as part of the team, directly with the children, ensuring that they all have the chance to play, develop and learn. To contribute towards ensuring that Skylar consistently provides an enriching and educative environment – giving all children the opportunity to develop and thrive.

PRINCIPAL RESPONSIBILITIES

1. To work as an active member of the Skylar team to deliver the Early Years Foundation Stage Curriculum. To contribute to the planning that ensures each child's cognitive, social and emotional needs are met.
2. To forge and maintain excellent, trusting and positive relationships with the children and babies in the care of Skylar.
3. To develop knowledge and understanding of each child in the setting and to develop and sustain a professional, boundaried, caring, trusting and accepting relationship with them.
4. To work with individuals and groups of children both indoors and outdoors, providing safe, stimulating and appropriate learning and play experiences which promote children's social, emotional, physical and intellectual learning and development in line with the Early Years Foundation Stage curriculum.
5. To plan and engage in a variety of learning activities with the children whilst also attending to their personal or physical needs; i.e. Help with toileting, feeding, nappy changing, handwashing or anything else deemed necessary for the comfort of the child / baby.

6. To work as part of the team to ensure that the Skylar environment is kept stimulating, welcoming and positive.
7. To continually role model good practice at work with the children, parents and team members and to take opportunities to learn, develop and grow in your professional practice.
8. To contribute to a positive, supportive working environment.
9. To develop knowledge and understanding of each child in the setting and to develop and sustain a professional, boundaried, caring, trusting and accepting relationship with them.
10. To develop your knowledge and experience of working with children exhibiting challenging behaviour – and to embed our behaviour policy in your practice.
11. To work closely with the Programme Director, Manager/Deputy Manager and Ofsted nominated person to ensure that the aims, ethos, priorities and principles of Skylar underpin all aspects of the work whilst fulfilling Ofsted criteria.
12. To support the team in implementing any recommendations made following any regulatory inspections.
13. If appropriate, and if the opportunity arises - to work closely and empathetically with parents, from a professional non-judgemental stance, encouraging and enabling them to become active partners in their child's learning.
14. To ensure that parents / carers both feel and are fully supported to access the support and opportunities that exist with Skylar and other Trelya projects, and to ensure you seek advice and support from the Manager/Deputy Manager if you are unsure.
15. To potentially work as a key worker, ensuring that planning and delivery of the EYFS is tailored to children as individuals, incorporating any additional needs.
16. To be aware of the high professional standards of the setting and the Trelya profile, and to uphold this profile at all times, both in work and outside. Working with the whole team to ensure the settings philosophy is fulfilled.
17. To monitor and assess all children and identify children with additional education, social and emotional or physical needs.
18. To maintain confidential files, reports and developmental records for assessment purposes and to carry out observations if necessary.
19. To support the team in making sure record keeping, observations and planning are up to date so that children's needs, learning, progress and achievements are effectively and regularly assessed ensuring Ofsted requirements are met and Skylar policies are followed.
20. To contribute to, implement and follow all Skylar policies and procedures, actively support all team members to do the same.

21. To keep completely confidential any information regarding the children, their families or other staff that has been acquired as part of the job.
22. To ensure that Skylar is a safe environment for children, staff and others, that equipment is safe, standards of hygiene are high, health and safety procedures are implemented at all times.
23. To advise Deputy Manager/Manager of any concerns e.g.: regarding children, parents, site safety etc.
24. To undertake a range of domestic jobs and tasks including but not limited to: meal preparation, cleaning of equipment and environment, general housekeeping or whatever is deemed required at any given time.
25. To implement Skylar's policies of inclusion and diversity and those of Cornwall Council.
26. To actively engage in supervision. To take part in relevant training and group meetings as appropriate to enhance personal and professional development and practice.
27. To follow the principles of safeguarding in order to safeguard and promote the welfare of children, babies and young people at all times. Take an active role in the promotion of safeguarding within the Centre and to follow safeguarding policy.
28. To carry out any other duties which fall within the broad spirit, scope and purpose of this job description.
29. To undertake any training and development opportunities that are required for you to fulfil your role successfully – acknowledging that these may occur out of your regular working hours.

The Job Description reflects the major tasks to be carried out by the past holder and identifies a level of responsibility at which they will be required to work. The list is not exhaustive and you will be expected to undertake roles and duties that may reflect the changing needs of the children and families that attend Skylar in the interests of effective working, the major tasks may be reviewed from time to time to reflect changing departmental needs and circumstances.

L3 EDUCATOR – SKYLAR - PERSON SPECIFICATION

What we are looking for:

We are searching for experienced, creative, fun and engaging early years' educators who can build trust and rapport with children and parents from hard to reach back grounds. You will have a strong belief in the positive impact of effective early intervention and the passion to make a difference to children's lives.

We want to recruit the best person for this role and the standards are high. We believe in this project and are strongly committed to ensuring that the children and families engaging with Skylar are interacting with the best people possible. Skylar is a development of Trelya

and we have been embedded in the community for over 10 years. Our overarching vision and aims underpin our everyday work and we are committed to offering the best to our children and families.

About you:

Qualifications:

A minimum of a full and relevant Level 3 qualification Childcare and education or equivalent (A Level 2 qualification with relevant experience and the desire and motivation to complete or you are currently working towards your L3 may be considered)

The knowledge, skills and experience you have:

Essential

- You have essential good knowledge of the EYFS framework – and are able to apply its principles in a consistently creative, relevant and engaging manner.
- You have proven history of working within Ofsted regulations whilst ensuring that the immediate needs of the children and families are always prioritised.
- You have a thorough knowledge and understanding of child protection and safe guarding.
- You can establish a rapport with children, gain their trust and enable them to enjoy their time with you. Supporting them and giving them relevant, tailored opportunities to thrive and develop.
- You are an excellent communicator, be it to babies, toddlers, children, parents, professionals, or the wider community.
- You have worked with parents and families in a supportive empathetic way.
- You can plan, prioritise and reflect, making sure at every step, we are making a difference to the children in our care, and their families.
- You have experience of planning and delivery.
- Ability to demonstrate awareness and understanding of inclusion and diversity and other people's behaviour, physical, social and welfare needs.
- You have experience of working within a team cooperatively, effectively and supportively – in a non-hierarchical manner.

Desirable

- You have proven experience of working with hard to reach families and understand the complexities of their daily lives and how this may impact on the work and engagement.
- You have the proven ability to relate to babies and children and particularly those who may be from disadvantaged backgrounds, potentially with developmental delay, living in sometimes chaotic and unstable environments.

- You can engage creatively with socially excluded families and individuals, forging long term relationships.
- You have experience of working with families who experience challenging and unstable circumstances.

The qualities you possess:

Essential

- You are flexible, you can adapt quickly to changing circumstances, you are able to think on your feet.
- You are able to show initiative, be energetic & provide inspiration and also learn from others around you.
- You know when there is more that can be done to get the results and will persist in getting there.
- You can respond to all sorts of events in a measured and calm way.
- You understand the needs of the babies, children and families we work for, and can apply a principled approach to delivery in line with the overarching principles of Trelva itself.
- You recognise the difference between patience and procrastination.
- You can respond swiftly & proactively and efficiently. You understand that at times you may need to undertake other tasks not directly linked to your role.
- You can accept direction & guidance, recognising the wisdom in others.

Desirable

- You have a good sense of humour and a robust attitude to life. You know about modelling behaviour and are happy to set high standards.
- You will be exceptionally talented, be able to think creatively, juggle a number of things, knowing that that at times you will have to wear several hats.

The behaviours you demonstrate:

- You are conscientious, reliable and committed to positive outcomes for children.
- You motivate and inspire.
- You are not afraid of challenge, knowing it can be a catalyst for change.
- You learn from others, you show aptitude.

- You strive to improve your practice and apply reflective learning.
- You make things happen, not giving up at the first hurdle, being persistent and precise.
- You are prepared to work school holidays and occasional evenings or weekends.

Additional:

Current Paediatric first aid certificate (or be able to work towards one quickly, potentially outside of your usual working hours)

Current food hygiene certificate (or to work towards)

Driving licence (desirable)

Current child protection or safeguarding training (or essential to work towards)

All appointments will be subject to a full enhanced DBS check.

HOW TO APPLY

How to apply:

If this excites you and you can demonstrate the skills, attitudes and behaviours which we are looking for, we would love to hear from you.

Please send us:

- A completed application form which can be accessed via our website which is www.trelya.com.

Then post or email it to us – this recruitment process is ongoing so please return as soon as you can.

Email to: helen.dobson@trelya.com

Post to: Helen Dobson, Trelya, Lescudjack Centre, Penmere Close, Penzance. TR18 3PE