Greenbank Pre School

**Early Years Assistant**

**Employee Specification**

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| **Knowledge, Training and Experience required to do the job:** |
| **Essential:**- Experience ofpre-school children’s learning and development- Experience of working with young children with additional needs- To be caring, listening and responsive to children’s needs- Able to work effectively as part of a small team- Very good communication skills- Very good interpersonal skills- Must be organised and be able to work in a busy, varied environment - A ‘can-do’ attitude- Willing to work flexibly to meet the needs of the children and the Pre School- Willing to attend training courses out with core hours if necessary- Able to engage warmly and positively with the children- Able to assist staff in caring for children in the playroom and outdoors - Able to take responsibility for all aspects of the role with minimal supervision- Able to follow policies and procedures particularly in relation to food safety and hygiene - PVG scheme member or willing to apply for membership |
| **Desirable:**- Previous training in autism spectrum disorders- Good basic education and standard of Maths and English to SQA standard grade level or equivalent- Elementary Food Hygiene training- First Aid training- Registration with SSSC or working towards registration |