

## Gorseinon Development Trust

### Personal Specification: Nursery Nurse

|    |                                | Attribute   | Essential / Desirable |
|----|--------------------------------|---|-----------------------|
|    | <b>EXPERIENCE</b>              |   |                       |
| 1. |                                | <i>Preferably</i> 2 years of post-qualification practical experience in a childcare establishment.  | Desirable             |
| 2. |                                | Approachable manner with a high level of interpersonal skills and the ability to motivate and inspire practitioners                                       | Essential             |
| 3. |                                | A commitment to relevant client service standards including the need to maintain confidentiality  | Essential             |
| 4. |                                | A team player with a resilient and flexible approach to adapt to change and deal with emergencies or unforeseen events                                    | Essential             |
| 5. |                                | NNEB diploma, CACHE level 3, NVQ level 3 or equivalent  | Essential             |
| 6. |                                | Good communication skills, both oral and written, appropriate to a variety of audiences   | Essential             |
| 7. |                                | Knowledge and understanding of the CSSIW and the Foundation Phase Profile and related assessment systems  | Desirable             |
|    | <b>KNOWLEDGE AND QUALITIES</b> |   |                       |
| 1. |                                | Teamwork and Cooperation; a strong team player, capable of motivating and supporting staff within a team, able to take on leadership roles when required. | Essential             |
| 2. |                                | Knowledge of Health & Safety regulations and the need for high standards of hygiene at all times  | Essential             |
| 3. |                                | Knowledge of Quality control systems and their implementation in a childcare setting  | Essential             |

|    |                             |   |           |
|----|-----------------------------|---|-----------|
| 4. | <b>SKILLS AND ABILITIES</b> | Good knowledge of equal opportunities and an appreciation of the value of applying organisation's policies.   | Essential |
| 5. |                             | Display a strong sense of responsibility, commitment and flexibility.   | Essential |
| 6. |                             | ICT knowledge   | Desirable |
| 1. |                             | Good communication skills, ability to relate well to Parents and children.  | Essential |
| 2. |                             | Ability to work within a team involved in the planning, organising and implementation of activities designed to promote equal opportunities for all children. | Essential |
| 3. |                             | Awareness of the need to cater for children's individual needs enabling them to achieve their full potential.   | Essential |
| 4. |                             | Ability to manage children's behaviour in a positive manner.  | Essential |
| 5. |                             | Responsibility for supervision and mentoring of students, work placements & volunteers  | Desirable |
| 6. |                             | A car owner and driver  | Desirable |
| 7. |                             | Able to speak/write in Welsh  | Desirable |

**NOTE:**

The Board of Trustees has adopted a number of important policies for the Trust. These include:

- A Welsh language/culture policy
- Equal opportunities
- Grievance and disciplinary
- Working with vulnerable groups
- Child Protection
- Health and safety

All staff will need to apply these policies in their working practices

**The post holder will be appointed on receipt of suitable references and a Disclosure & Barring Service check**