

**Role title:** Early Years Assistant Educator

**Department:** Childcare

**Job family:** Customer Service

**Job level:** 2

### **About the role:**

Welcome to childcare with a difference, set up to nurture the next generation of kind, considerate children. The right person will be passionate in playing their part to help us achieve those goals. In return we provide a happy and fun-loving environment that means both children and colleagues can fulfil their potential. You don't need Early Years qualifications for this role, but you do need to be enthusiastic about everything from messy play to dressing up. If that's you, please keep reading.

- As an Early Years Assistant Educator, you will work and report directly to your Room Manager and Nursery Manager and work in unity with the Quality Excellence Team to achieve all-round outstanding results in the room, and for children.
- As a supportive part of the team, you will support the education and development of your key children, providing opportunities for learning through exciting play that sparks curiosity.
- You will be an integral member of our team committed to delivering high-quality care and early education, bringing buckets of passion and enthusiasm that mean families and children will rate us outstanding.

### **What you'll be doing:**

#### **Helping children**

- Contribute to the learning experiences of children through the Little Pioneers Way considering the interactions that take place during the day.
- Work seamlessly together, providing families with an exceptional experience. Promote partnerships with your key children's families to drive the best outcomes for their children and be there for your families every step of the way.
- You will swiftly address any child protection concerns and ensure they are acted upon immediately and appropriately through early identification, reporting to the designated safeguarding officer and always asking if unsure.

#### **Helping families**

- Aspire to bring to life the Little Pioneers parent and member Experience, bringing to life our full range of Little Pioneers and Society products and services.
- Promote open and honest partnership with families/carers and other external professionals to support children's individual care and learning needs.

## Helping colleagues

- Work with your team under direction of your Room Manager to Achieve the nursery targets to be safe, regulatory, and compliant.
- Work with the Room Manager by positively contributing to the success of all aspects of your room, the Nursery, and the Nursery plan.

## Helping yourself

- Be self-confident to want to develop and learn more.
- You'll keep up to date with new thinking and your own professional development.
- You'll be expected to complete your Paediatric First Aid training in line with our Millie's Mark accreditation.
- Be a role model for exceptionally high standards, never cutting corners.
- You'll request regular check-ins and ensure your continuous professional development is at the centre of your conversations to develop yourself and deliver outstanding care and education.
- You'll be big on safety ensuring you keep yourself updated on training and keep yourself up to date with all policies and procedures ensuring compliance is always achieved in your room.

## Helping Co-op and the wider community

- Work with your colleagues to support your Regional Community or Keep it local through personal and team involvement.
- Be a part of a culture where everyone plays as a team, and can achieve their full potential, are ambassadors of the Little Pioneers culture and values and thrives on feedback.
- Keep confidential all nursery and other sensitive information both within and outside of work.

In addition, all colleagues are expected to work within the terms of their contract of employment and adhere to Society policies and procedures.

## What you need:

Your Co-op Little Pioneers ensures that people looking after children in our nurseries are suitable to fulfil the requirements of their roles. There are effective systems in place to ensure that colleagues, and any other person who is likely to have regular contact with children are suitable to do so every day.

- No qualification required but a desire to complete formal training is preferable
- Willingness to develop understanding and knowledge of the Early Years Framework and Ofsted standards
- Evidence of Right to Work in the UK
- You will require a clear enhanced DBS
- Requirement to join the DBS update service

- We provide relevant safeguarding/child protection training which you will need to update regularly

**Characteristics we're looking for:**

- Passionate about Early Years and working with children, you're not afraid to roll your sleeves up and have fun
- Energetic, committed and enthusiastic
- Open and honest with good listening, communication and customer service skills
- A can-do attitude and a big smile