

Wee Wild Sparks Nursery Manager: Person specification

Qualifications and experience:	Essential	Desirable	Application / Interview?
Numeracy and literacy GCSE/Standard Grade at grade C or above, or equivalent.	X		A
Minimum SVQ or NVQ Level 3 in playwork, health and social care or equivalent	X		A
Hold, be working towards or willing to undertake a degree in Childhood Practice, or equivalent	X		A
Passionate about inclusion, care and nurture and committed to delivering equal opportunities for all	X		both
Understanding of and commitment to a play-based approach to children's learning and development	X		I
Experience in a managerial or leadership position within childcare, social services, education or similar		X	A
Knowledge of child development from birth to seven years	X		both
Experience of supporting vulnerable and disadvantaged children and families, such as those coping with disability or poverty, and the confidence to develop support plans for individual children	X		both
Working knowledge and experience of child protection procedures and regulations	X		I
Child Protection officer training		X	A
Knowledge of Care Inspectorate regulations and inspection criteria and commitment to maintaining and improving current grades	X		I
Experience of leading a service through Care Inspectorate or equivalent inspections		X	I
Ability to produce and implement risk assessments and an understanding of 'risk-benefit' and dynamic risk assessment procedures.	X		I

Forest School, Forest Kindergarten or equivalent qualification/training		X	A
Experience in provision of outdoor learning or childcare		X	A
Practical with basic DIY skills		X	

Project management experience – the ability to independently manage a varied workload	X		A
Excellent verbal communication skills with an ability to adapt and communicate confidently and sensitively to children, parents, colleagues and partners.	X		I
Excellent written communication skills with the ability to produce reports, training materials, policies, newsletters and other documents.	X		both
Experience of delivering training and disseminating policy and practice within a team		X	I
Experience of handling staff grievances and disciplinary matters		X	A
Experience of multi-agency working and professional partnerships		X	A
Computer literacy, including competency with Word, Excel, email, social media platforms and a willingness to learn new IT skills as required.	X		both
Experience of business planning, marketing and budgeting		X	A
A current First Aid qualification (ideally Outdoor Paediatric, Baby & Child, or similar)		X	A
Infection control training and food hygiene certificates		X	A
Ability to travel to and from our remote site, and set up a home office (equipment can be provided)	X		A

Personal attributes and qualities – Essential:	Application or Interview?
Ability to remain calm and confident in a range of challenging or emergency situations	I
Flexible, adaptable and creative, with the ability to problem solve both in the moment and within wider reflection and planning	both
The ability to be nurturing, playful or firm, as required to support children in any given situation	both
Ability to work on own initiative, with excellent organisational and time management skills	I
Committed to the management and leadership aspects of the role, as well as working directly with children and families.	both
A good listener that seeks and considers the views of others (children, parents and colleagues) and can collaborate effectively.	I
Physically fit and mobile; able to traverse our woodland site and carry a heavy rucksack	I
Strong, personal nature connection and a demonstrable love of the outdoors / outdoor learning	both
Professional, reliable and punctual	I
Dynamic and creative, with an open mind and positive attitude to challenges and change	both