

TANGENT HOUSE DAY NURSERY

JOB DESCRIPTION - DEPUTY MANAGER/ROOM LEADER

Enthusiastic early years professional with good leadership, teamwork and customer services skills and of course the ability to deliver top quality childcare. Minimum Level 3 qualified with two years supervisory experience in a formal childcare setting.

Working alongside the Nursery Manager; to help us ensure our nursery provides the best possible standards of care and education.

Ensuring our environment is safe and secure, where the children are valued as individuals through a loving and child centred approach in all aspects of the way the nursery is run.

Ensuring that the children have access to good learning opportunities throughout their time at the nursery; providing learning activities which are educational, stimulating and fun.

To deliver childcare in a way that meets parents' needs and works in partnership with them providing high levels of customer care at all times.

SUMMARY: Responsibility for the day to day management of our care rooms and assisting in the general management ("good housekeeping") of the nursery; ensuring our Policies & Procedures are met alongside the EYFS and associated statutory guidelines and good practice.

All with appropriate guidance and assistance from the Management/Head Office team.

Qualifications, training and experience required:

- Minimum NVQ Level 3 in Childcare or equivalent
- A minimum of 2 years post-qualification and
- Some nursery management experience
- Sound EYFS knowledge and experience
- Working knowledge of OFSTED standards
- Ability to work well in partnership with parents/agencies.
- An ability to organise own work and use initiative
- Good time management skills
- Excellent communication and organisational skills
- Strong people management skills, ability to lead and motivate a staff team, organise the team's work and assume responsibility for same.
- Working knowledge and understanding of equal opportunities

Excellent negotiable salary; to match experience and qualifications.