

Blackhall Nursery

Nursery Manager - Person Specification

Knowledge, Training and Experience required to do the job:

Essential:

- Must meet SSSC eligibility requirements for registration as Manager
- Experience of leading the delivery of high-quality early learning and childcare in an early years setting
- Ability and skills to take responsibility for the day-to-day running of the nursery and the management of staff
- Excellent working knowledge and understanding of Curriculum for Excellence, Realising the Ambition, GIRFEC and other current educational initiatives
- Experience of providing quality experiences for children to learn through play, indoors and outdoors
- Must be organised and be able to work in a very busy, varied environment
- Have the ability to lead and motivate to get the best out of staff and children
- Have the ability to prioritise work and delegate effectively
- Ability to work effectively and collaboratively as part of a team
- Excellent verbal and written communication skills
- Excellent interpersonal skills – with the ability to build positive, respectful relationships with children, families, staff and external professionals
- Strong digital literacy skills, including confidence using digital Apps, communication platforms and administrative skills.
- Knowledge of Child Protection and ASL issues and procedures
- A strong understanding of inclusive practice, equity, diversity and anti-discriminatory approaches
- Knowledge of health and safety issues and legislation
- Willingness to work flexibly to meet the needs of children and nursery, e.g. attend cluster meetings, committee meetings and parent consultations in evenings as necessary
- To be confident in liaising with regulatory bodies (e.g. Care Inspectorate, HMiE)
- Commitment to ongoing professional learning and reflective practice in line with SSSC standards

Desirable:

- Previous management/leadership experience highly desirable
- Experience of taking responsibility for developing a piece of work or new initiative
- Experience of leading Child Planning Meetings and implementing support strategies to improve outcomes for children
- Exposure to writing and developing policies
- Experience of NAMS
- Understanding of the voluntary sector and working with a parent committee and board of directors
- Experience contributing to self-evaluation and improvement planning processes (including the Joint Framework)