



RAINBOW HILL NURSERY NURSERY MANAGER

Details about setting:

Name, location, number of children registered for etc.

Objective:

As the nursery manager, you will be responsible for the day-to-day running and financial management of a nursery. You will oversee the implementation of the Early Years Foundation Stage curriculum to ensure the setting is providing a high standard of physical, social

and intellectual care for children aged between three months and five years old. You will also work closely with the owners of the nursery to ensure the setting is meeting Ofsted National Standards for day-care providers.

Duties will include:

- creating a caring, safe and stimulating environment that promotes learning through play
- running the nursery in line with environmental, health and safety and fire safety regulations
- supervising the planning of activities following the Early Years Foundation Stage curriculum to meet the needs of all children
- making sure all areas, resources and equipment are in a good state of repair and suitable for children
- recruiting staff who are suitable to work with children, which includes securing Criminal Records Bureau clearance
- training, supporting and leading a team (including room leaders and assistants), to achieve and maintain high standards
- conducting regular staff assessments, recognising training needs and developing teamwork
- other administrative tasks, such as weekly or monthly reports, maintaining staff and child records, preparing information for the Local Authority or Ofsted.

Hours:

Specify as required (times, days per week, term time only, all year round)

Qualifications & Experience:

Foundation Degree

EYPS Status – desirable

Minimum 2 years experience within a management role

***Successful applicants will be required to provide an enhanced disclosure (CRB) ***

Salary:

£8.00 - £11.00 per hour - Depending on previous experience and qualifications

Please apply in writing to:

J. Bloggs

Any Nursery

Any Street

Any Town

Telephone: 01234 5678910

Email: email@anynursery.com