



Jeely Piece Club

Job Description

Job Title:	Sessional Early Years Development Worker
Qualifications/ Experience:	One of the following: SVQ Level 3 or HNC preferred will consider applicants working towards Level 3 or HNC. Training opportunities maybe available.
Rate of Pay:	National Minimum Wage/National Living Wage applies
Hours:	As and when required – during the day
Responsible to:	Senior Early Years Development Worker

Duties & Responsibilities:

1. To work in a non-judgemental way and to respect confidentiality of service-users.
2. To participate in the planning, implementation and evaluation of programmes of care and education for children under 5, in accordance with the curriculum and National Practice Model Getting It Right for Every Child.
3. To ensure that all equipment is maintained in accordance with health and safety policies and procedures.
4. To participate in a multi-agency approach to service provision
5. To arrange for the delivery and setting out of equipment/supplies required for outreach programmes.
6. To become conversant with the policies and procedures of the Jeely Piece Club, and to implement these in everyday practice
7. To attend such meetings and training sessions as may be deemed necessary by the managers of the Jeely Piece Club
8. To contribute to the production of publicity materials and assist in campaigns to publicise JPC services



Jeely Piece Club

9. To undertake such other relevant duties as may be required from time to time by senior staff members
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Person Specification

ESSENTIAL

One of the following:

- SVQ3 Children's Care, Learning and Development
- HNC Early Years
- Working towards Level 3 or HNC

▪ **IN ADDITION**

- Registration with the Scottish Social Services Council
- Experience working with children
- Knowledge and understanding of child protection issues
- Non-judgemental attitude to service users
- Ability to work flexibly
- Able to use initiative

DESIRABLE

- Experience working with families
- Ability to work in a variety of teams
- Experience in recording information