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**Job Specification**

**Sweet Peas Crèche Assistant (CA/06/21)**

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| **SKILLS AND EXPERIENCE** | | |
| **Criteria** | **Essential** | **Desirable** |
| Education & Qualifications | * A minimum of Level 3 or equivalent Childcare qualification | * Level 5 Diploma for Children’s Care, Learning and Development or equivalent * Qualification in Child Protection * Qualification in First Aid |
| Experience | * A minimum of 2 years’ relevant practical crèche experience of working with children, demonstrating your ability to relate well to children and their parents * Up-to-date Safeguarding Training | * A minimum of 3 years’ relevant practical crèche experience of working with children, demonstrating your ability to relate well to children and their parents |
| Knowledge/Skills | * An awareness of vulnerable families and a good understanding of the issues children living in difficult situations will encounter * Good planning and organisational skills * Excellent communication skills * Competence in the use of Microsoft Office | * Knowledge of current legislation when working with children, particularly their safeguarding |
| Personal Attributes | * The capacity to handle pressure and to be adaptable to changing demands * Work flexibly as part of a team, and able to use judgement and initiative |  |
| Other Requirements | * You will be subject to a satisfactory Enhanced Access NI Check. * You will be required to work unsocial hours, including evening and weekend work. |  |
| Experience | Demonstrate experience in the following:   * At least 2 years’ relevant practical crèche experience of working with children | * Qualification in safeguarding children * Qualification in Child Protection * A Qualification in First Aid |
| Knowledge and Skills | * An awareness of Domestic Violence and a good understanding of the issues children living in Domestic Violence situations will encounter * Competence in use of Microsoft Office |  |