

<p>Title <i>Early Years Quality Improvement Advisor</i></p>	<p>Department <i>Children, Families and Young People – Early Childhood Services</i></p>	<p>Post Ref. <i>CF/0127/CVM</i></p>
<p>Job Purpose To provide assistance to the Early Years Specialist Teachers to promote and support the delivery of high quality early education and childcare provision in order to raise attainment, especially for vulnerable children.</p> <p>To work in a collaborative manner with early years providers to support and challenge them to improve the quality of their provision.</p>		
<p>Key Responsibilities</p> <ol style="list-style-type: none"> 1. To raise standards in settings by both challenging and supporting providers using appropriate quality improvement tools. 2. To provide information, advice and training to settings that supports quality improvement. 3. To work in collaboration with the Early Years Specialist Teacher Team to identify areas for practice improvement. 4. To contribute to the development of cross-sector practitioner networks and support their effectiveness. 5. To support the implementation of the EY Tracker. 	<p>Key Accountabilities</p> <ol style="list-style-type: none"> 1. Specified service targets within agreed timescales 2. Improving educational and life outcomes for all young children 3. Effective engagement with providers to secure high quality of provision 4. Effective record keeping and report writing 5. Safeguard the welfare of children 6. Work flexibly according to the needs of the service. 7. Alert the senior practitioner to any issues that could affect performance. 	

<ol style="list-style-type: none"> 6. To advise and support all Early Years settings pre and post Ofsted inspection in lieu with F.I.P and supporting EYST. 7. To advise and support settings to strengthen safeguarding practice and access to early help services/processes. 8. To support settings to effectively engage parents in their child's learning 9. To work collaboratively with key agencies and to promote integrated working with providers to meet individual needs of children and families. 	<ol style="list-style-type: none"> 8. To report any causes for concern relating to the welfare and safety of children to the designated person, and the senior practitioner, or if unavailable a member of the senior leadership team.
<p>The post holder will perform any duty or task that is appropriate for the role described</p>	
<p><i>Person Specification</i></p>	
<p><i>Education and Knowledge</i></p> <ol style="list-style-type: none"> 1. Degree in Early Years or equivalent 2. Understanding of current legislation and of relevant key local/national policies including those relevant to vulnerable children 3. Detailed knowledge of child development and the Early Years Foundation Stage 4. Working knowledge of Ofsted inspection requirements 5. Understanding and knowledge of safeguarding practice. 	<p><i>Personal skills and general competencies</i></p> <ol style="list-style-type: none"> 1. A high level of personal drive and commitment to excellent customer care and the ability to set an example for other staff 2. Ability to make decisions and solve problems to meet operational targets, involving devising solutions and prioritising the resources available 3. Ability to meet agreed objectives and delivery targets.

<p>Experience</p> <ol style="list-style-type: none"> 1. Substantial experience of leading and managing high quality early years provision. 2. Experience of collaborative work with a range of practitioners and agencies 3. Experience of working with parents/carers 4. Experience of safeguarding children 	<ol style="list-style-type: none"> 5. Ability to communicate clearly and effectively using a range of methods. 6. Ability to demonstrate a coaching and mentoring approach to bring about improvements to practice. 7. Ability to maintain accurate records. 8. Ability to plan and deliver training 9. Ability to work collaboratively with a range of early years practitioners/services. 10. An ability to promote inclusion and equal opportunities. 11. Ability to recognise and respond to safeguarding issues in line with relevant policies 12. Ability to use ICT appropriate for the role. 13. Ability to work on own initiative and as part of a support team. 14. Willingness to travel across the county and to change geographical working area on request as dictated by the needs of the service
<p>Role Dimensions</p> <ol style="list-style-type: none"> 1. Responsibility for the delivery of support and advice to early years practitioners in order to develop and maintain high quality provision in the EYFS 2. Responsibility for contributing to overall achievement and a narrowing of the attainment gap. 3. Working closely with EYST's in district team + self and follow district priorities <p style="text-align: right;"><i>Please attach a structure chart</i></p>	