

PRE NURSERY TEACHER

Northfields is seeking to appoint a Pre Nursery Teacher for its pre nursery, which caters for children from 18 months to 3 years. This is a temporary position for a maternity cover starting in August to November 2019.

As a member of the School, your purpose is to ensure that Teaching and Learning takes place through play, activities and interaction with other children.

The successful candidate will be reporting to the Pre Nursery Manager.

MAIN RESPONSIBILITIES

- To provide a happy, stimulating, safe, and secure environment where all children are encouraged to meet their full potential and where their physical, emotional, and intellectual needs are met.
- To implement all required activities in order to meet children's needs and to provide developmental opportunities.
- Designing and following a full schedule of activities and discover suitable teaching material
- Balancing teaching between logical and social exercises
- Providing basic care and caregiving activities
- Use a wide range of teaching methods (stories, media, indoor or outdoor games, drawing etc.) to enhance the child's abilities
- Evaluate children's performance to make sure they are on the right learning track
- Remain in constant communication with parents and update them on the progress of their children
- Observe children's interactions and promote the spirit of concord
- Identify behavioural problems and determine the right course of action
- Adhere with teaching standards and safety regulations as per the policies of Northfields.
- To work as a member of the team and encourage communication throughout the pre nursery

OTHER RESPONSIBILITIES

- To participate in the school's staff development programme
- To continue personal development in relevant areas especially subject knowledge & teaching methods
- To work as a member of a team, positively contributing to effective working relations within the school
- To communicate, where necessary with parents and external bodies, following school policies
- All teaching staff are responsible for promoting and safeguarding the welfare of students, they are responsible for, or with whom they come into contact.
- To use class dojo to regularly communicate with Parents.

The successful candidate should possess the job specification as outlined below:

EDUCATION

- Level 3 Diploma in Early Years
- Montessori Qualification
- Paediatric First Aid Certificate
- Basic Food Hygiene

EXPERIENCE & KNOWLEDGE

- Knowledge of legislation relevant to Early Years such as EYFS, SEN, Safeguarding, Child Protection Act
- Knowledge of Child Development and children's needs
- Ability to work with parents/carers/families to encourage partnership working
- Knowledge of Child Development and children's needs

SKILLS

- Bilingual – English/ French
- Excellent written and verbal skills
- Ability to work as part of a team
- Ability to write legibly
- Good presentation skills
- Possess a level of general computer literacy with a range of IT skills.
- Good organisational skills
- Ability to demonstrate creative abilities

APPLICATION

Candidates are requested to submit the following documents:

- Covering letter addressing the position requirements (one side max)
- Current CV with passport size photo, not to exceed two pages
- A list of 2 professional referees with current contact details (position, phone number and e-mail address) not older than 5 years. This must include your current Head of School

Please send your application to careers@northfieldsinternational.school by the 31st March 2019.