HONEYBEE CHILDCARE

# Early Years Key Workers

**JOB TITLE:** Early Years Key Worker

**ROLES:** Level 2 & 3 Qualified

**REPORTING TO:** Nursery Manager

**HOURS OF WORK:** Full & Part Time, Term Time

**LOCATION:** Bumblebee Nursery and Honeybee Nursery, Huddersfield

We have several exciting opportunities for experienced Level 2 and 3 qualified early years Key Workers. The roles will be based in either Bumblebee Nursery (Paddock) or Honeybee Nursery (Crosland Moor), starting January 2027. The successful candidates will be passionate, and enthusiastic whilst working with children in all aspects of their care, learning and development. The candidates will have sound knowledge of the Early Years Foundation Stage and have the ability to plan for, deliver, record and assess the elements within the EYFS.

**Key Responsibilities:**

- Provide high quality care and activities for the children in a secure, safe and stimulating environment
- To act as a key person to a small group of children, liaising closely and building an effective relationship with parents/carers and ensuring each child's needs are recognised and met
- To regularly observe and record children's achievements in line with the EYFS
- To liaise with parents and encourage their involvement in the aims and ethos of the nursery and in all aspects of the children's care
- To promote at all times good relations between staff members, parents and children, and promote the ethos of the Nursery
- Carry out risk assessments as required to ensure safety of children
- Ensure you are always familiar with the key policies and procedures, especially safeguarding and health and safety
- Continuation of personal and professional development to ensure knowledge and skills are up to date, full, and relevant to the role
- Working as part of a larger team to ensure all essential day to day tasks are completed in line with the Nursery demands i.e. Hygiene standards and room preparation
- To assist in the preparation of snacks and provide mealtime supervision
- Be familiar with the Nursery designated co-ordinators such as Safeguarding and SENCO
- Attend training and development courses as required
- Any other duties appropriate to the role as directed by the Management

**ESSENTIAL - Qualifications, Experience and Knowledge:**

- Minimum early years level 2 qualified
- Minimum 2 years early years experience
- Good understanding of EYFS
- Good understanding of Safeguarding and Child Protection policies and procedure
- Good understanding of Health & Safety policies and procedure
- Clear enhanced DBS check

**DESIRABLE - Qualifications, Experience and Knowledge:**

- Early years level 3 qualified
- Understanding of SEN
- Good understanding of wider legislative requirements for working with children

**Personal Attributes:**

- Strong ***communication skills*** both written and verbal
- Ability to be ***flexible, adaptable*** and embrace working cultures in each setting
- Genuine desire and passion for ongoing learning and development
- ***Committed to working with children:*** You must enjoy the company of children and be dedicated to child development
- ***Patient:*** You must be equipped to deal with children misbehaving and having tantrums. You must also have the patience to handle these situations calmly and effectively, without getting angry or wound up
- ***Creative:*** Have lots of ideas and strategies to make learning fun. Creatively thought out lesson and activity plans to help communication of thoughts in a simple way which children can understand
- ***Personable:*** Building positive relationships with parents is something that you'll need to be good at. By communicating and working together, you can make sure a child is happy, healthy and gets all of the support they need, both from you and at home

**Benefits**

- Competitive salary
- Pension scheme
- Discounted childcare
- Free ongoing professional development and training
- Promotional opportunities
- Holidays

**How to Apply:**

Please forward your CV to bumblebee@honeybeechildcare.org.uk or call 01484 360011 / 07872 847673 for further information.