



South Tyneside Council

CHILDREN, ADULTS AND HEALTH

JOB DESCRIPTION

POST TITLE: Pre-School Teaching and Learning Adviser

GRADE: Soulbury Grade 1

RESPONSIBLE TO: Early Years Manager

Overall Objectives of the Post:

You will support early year's settings including day care and children's centres to achieve outstanding provision in care and education for children across the Borough.

The role will ensure that staff planning meets the required standard for the Early Years Foundation Stage and will provide training and support to achieve this.

Key Tasks of the Post:

1. *You will achieve these objectives by:*

- Promoting high standards of early education across the range of delivery services in the Borough.
- Assisting staff planning, ensuring that it meets the required standards of the Early Years Foundation Stage.
- Supporting annual conversations across the partnership areas to help them improve provision and prepare for inspection.
- Providing support to all settings to use their self-review process to enable them to achieve a good or better OFSTED inspection report.
- Monitoring the delivery and supporting the measure of impact of the learning experience of children.
- Challenging practice, offering evidence based solutions to improve learning outcomes.
- Preparing reports on current provision, identifying good practice, areas for development and action plans for improvement.
- Providing up to date information, advice and best practice to support the delivery of a quality curriculum.
- Evidencing impact of advisor interventions in improving education outcomes.
- Planning for continuous monitoring and evaluation across settings promoting a cycle of plan, implement, observe and review for EYFS.
- Providing high quality training to settings based on identified needs.
- Supporting staff development to develop confident, reflective practitioners.
- Leading by example, disseminating and demonstrating good practice.

- Maintaining a highly motivated, multi-disciplinary approach to effective team work, demonstrating high expectations and performance measures.
- Developing a team approach to planning, observation and assessment.
- Understanding the Council's Children's Services Agenda and how your role contributes to the Best Start in Life Strategy and outcomes.
- Supporting the narrowing the gap agenda by contributing to improved outcomes for vulnerable groups at EYFS.
- Supporting staff in centres and nursery settings to deliver the learning entitlement for free early years entitlement.
- Supporting staff in the development of individual plans for SEN or EAL children.
- Preparing settings for OFSTED inspection alongside named managers and support any action planning following inspection.
- Supporting the delivery of network meetings and other strategies to ensure the spread of good practice across the Borough
- Working as part of the Early Years' Management Team to improve outcomes across provision.

South Tyneside Council is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment. Successful applicants will be required to produce an Enhanced Certificate of Disclosure from the Disclosure and Barring Service.

All employees have a responsibility to undertake training and development as required. They also have a responsibility to assist, where appropriate and necessary, with the training and development of fellow employees.

All employees have a responsibility of care for their own and others' health and safety.

The above list is not exhaustive and other duties may be attached to the post from time to time. Variation may also occur to the duties and responsibilities without changing the general character of the post.

Reference: KDS/SC

Date: 11/06/2019