



## Little Bugs Abercorn

### *Outdoor Early Years Practitioner*

#### Job Description

<b>Job Title:</b>	Outdoor Early Years Practitioner
<b>Reports To:</b>	Manager
<b>Contract:</b>	Full time and Part Time positions available
<b>Salary:</b>	£20,000 to £24,000 (pro Rata)
<b>Location:</b>	Hopetoun Estate, Lower Parkhead South Queensferry, EH30 9SL

**Job Purpose:** *To work as part of the Little Bugs at Abercorn team providing exceptional early years education and childcare within an outdoor setting. You will be a vital member of the team who has the ability to create an environment which encourages the development of children aged between 2 and 5 years old. You will continually deliver high standards of outdoor education and childcare which will allow every child to reach their full potential, whilst working alongside their family to ensure that their needs are fully met.*

#### **Tasks and Responsibilities:**

1. To deliver high quality early learning, education and childcare within an outdoor setting.
2. You will be a key worker to a specific group of children and will ensure they have access to and participate in high quality play opportunities.
3. You will promote a happy, caring and friendly environment where children, parents and carers feel welcome and at ease.
4. Implement and adhere to all Little Bugs Policies and Procedures.
5. Work in partnership with parents, staff and other professionals.
6. Excellent communication with parents providing effective and regular feedback.

7. Effectively record and report on the work, progress and development of children. This will include updating personal learning logs daily, maintaining personal plans, updating files and records. Ensuring that all information is up to date and accurate.
8. Support play based learning opportunities and Little Bugs learning through nature policy.
9. Plan quality activities and sessions in line with the Early Level of the Curriculum for Excellence, ensuring that activities are adapted to meet developmental needs for each individual child.
10. Contribute to the development of the Early Years work including the continuous development of our Little Bugs Abercorn Site. Continue to develop the ethos of outdoor learning with the support of the nursery manager and owner.
11. Actively and fully participate in self- assessment and the review process.
12. Source, prepare and engage with natural materials in order to enrich outdoor play, activities, planned play or training sessions.
13. Undertake appropriate and agreed continuing professional development. Ensuring that any CPD is recorded to either SSSC profile or GTCS profile.
14. Assist in the planning and implementation of Little Bugs Events.
15. Support, train and mentor new members of the team as directed by the nursery manager.
16. Support the nursery manager in their role and take on delegated responsibilities as and when required.
17. Represent Little Bugs Nursery at external meetings and events when delegated to do so by the Nursery Manager.
18. Carry out care, maintenance and security of the nursery site and equipment.
19. On occasion, participate in early learning and childcare events, other events, Little Bugs activities and training out with standard working hours.

### **Key Relationships:**

**Internally:** Nursery Manager, Outdoor Practitioners, Scouting association

**Externally:** Children and their families, Childcare professionals, neighbouring communities.

All the things Little Bugs Employees have in common

- A desire to further Little Bug's aims and objectives
- The ambition to undertake personal development through active participation in annual appraisals, supervision and identified training as required.
  - A willingness to take part in other Little Bugs activities where appropriate.
  - A commitment to the Little Bugs ethos, visions, values and work practices.

The above job description list is intended to give an indication of the range of duties expected of this role. Other tasks and responsibilities appropriate to the remit will be expected as required.