

**Updated: Monday,
April 16, 2018**

Welcome to Childcare Employment Voluntary and Apprenticeship Vacancies in Buckinghamshire

Applying For Vacancies

The vacancies within this bulletin are correct at the time this document is updated. If you are interested in applying for any of the vacancies listed, please use the contact details given within the advert, they are setting details.

Advice and Guidance

If you wish to discuss any aspect of working, training or volunteering in childcare please telephone the Team on 01296 387111.

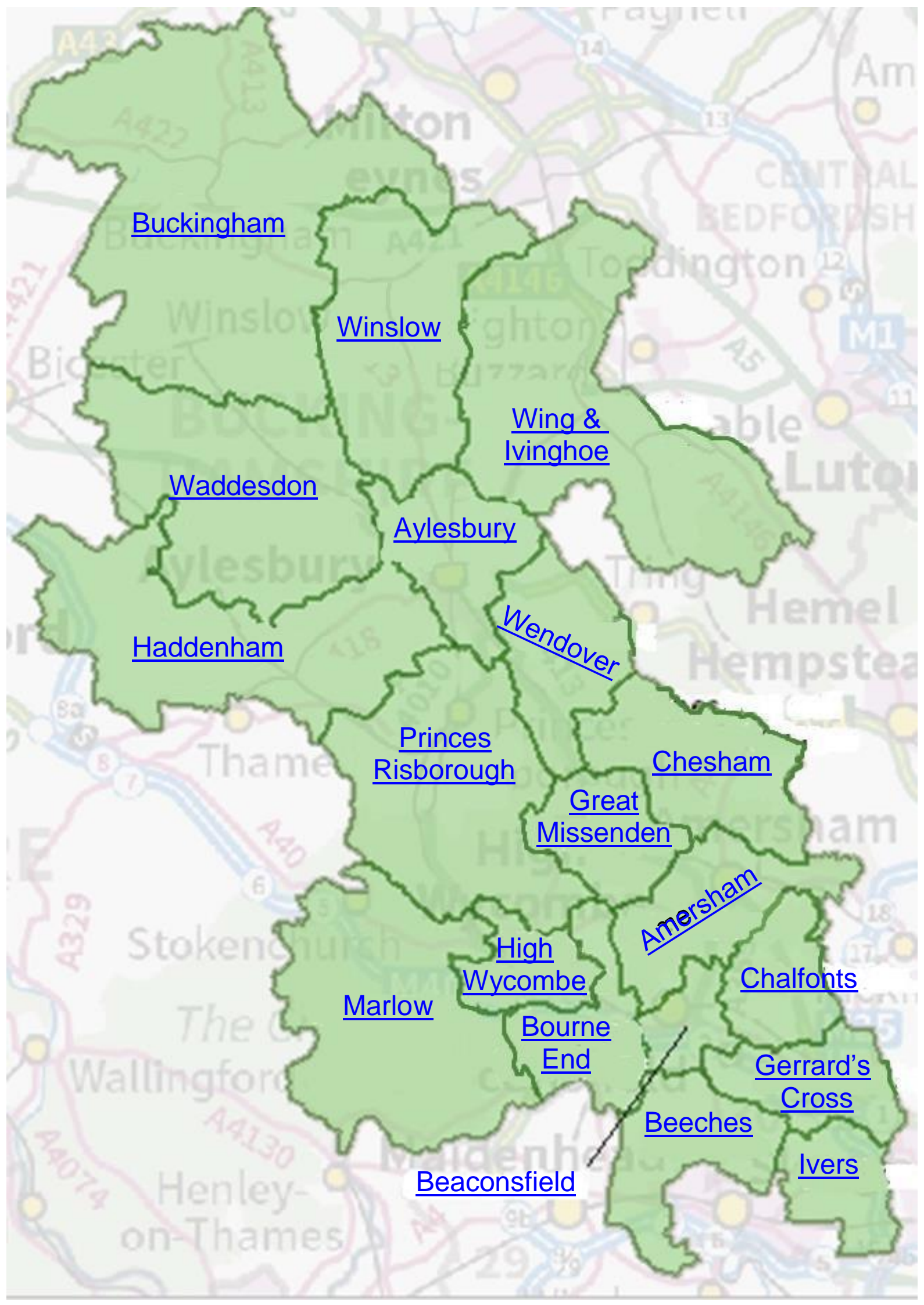
Want to Advertise?

If you have an opportunity in childcare you wish to appear in this bulletin, please email eydcp@buckscc.gov.uk

**To be directed back to the Early Years & Childcare careers information webpage
[please click here](#)**

Commitment to safeguarding and promoting the welfare of children is expected of all staff and volunteers in the sector. An enhanced DBS and qualifications checks will be carried out upon appointment of the successful candidate.





Buckingham

Winslow

Wing & Ivinghoe

Waddesdon

Aylesbury

Wendover

Haddenham

Princes Risborough

Chesham

Great Missenden

Amersham

High Wycombe

Chalfonts

Marlow

Bourne End

Gerrard's Cross

Beeches

Ivers

Beaconsfield

Date Loaded	Job Role	Setting	Area	Closing Date
19/03/2018	Early Years Practitioner	Sunshine Montessori Nursery	HighWycombe	18/04/2018
22/03/2018	Fun Club Worker- Special needs adults and young people	Thames Valley Adventure Playground	Beeches	22/04/2018
22/03/2018	Sessional Play Assistant working with our respite team	Thames Valley Adventure Playground	Beeches	22/04/2018
05/04/2018	Early Years Practitioner	Windmill Pre-school	Aylesbury	23/04/2018
27/03/2018	Nursery Lead Teacher	Castlefield School	HighWycombe	25/04/2018
27/03/2018	Key Worker	Castlefield School	HighWycombe	25/04/2018
19/03/2018	Practitioner / Bank Practitioner	Stone & Fairford Leys Preschool	Aylesbury	26/04/2018
11/04/2018	Pre-School Practitioner	Bedgrove Busy Bees Pre-School	Aylesbury	26/04/2018
20/02/2018	Nursery Nurse	Cressex Day Nursery	High Wycombe	30/04/2018
15/03/2018	Pre-School Assistant	Little Dragons Amersham	Amersham	30/04/2018
15/03/2018	Pre-School Assistant	Little Dragons @ Marsh	HighWycombe	30/04/2018
15/03/2018	Pre-School Assistant	Little Dragons @ Green Street	HighWycombe	30/04/2018
20/03/2018	Holiday Club Manager & Playworkers	Busy Living @ Elangeni	Amersham	30/04/2018
23/03/2018	Qualified Nursery Practitioner	Childbase Partnership Ltd – Willows Day Nursery	Aylesbury	30/04/2018
09/04/2018	Nursery Nurse / Assistant	The Marlow Day Nursery	Marlow	30/04/2018
13/04/2018	Pre-School Manager	Terriers Playgroup	HighWycombe	04/05/2018
16/04/2018	Pre-school Practitioner	Pollyanna Pre-school	Aylesbury	04/05/2018
21/03/2018	Deputy Leader	First Steps Pre-school	PrincesRisborough	18/05/2018
29/03/2018	Pre-school Assistant	First Steps Pre-school	PrincesRisborough	18/05/2018
05/04/2018	Manager of After School & Holiday Club	Busy Living @ Elangeni	Amersham	31/05/2018

Title:	Pre-School Assistant
Organisation:	Little Dragons Amersham
Location:	St Georges Infant School, White Lion Road, Amersham, Bucks, HP7 9HX
Hours:	8-6 Mon-Fri term time only
Qualifications/ Experience:	Previous experience in an Early Years setting and with key working cache level 2 or 3 in Early Years Education and Childcare essential. People without a relevant qualification will not be considered for the position
Responsibilities/ Extra Information:	To work as part of a team. To provide a safe and stimulating environment that meets the needs of the individual children. To have knowledge of the EYFS and of being a key worker. Have an understanding of safeguarding and the importance of confidentiality. To have good communication skills, initiative and to show commitment.
Salary:	To be discussed, depending on experience and qualification
Contact:	Tel: 07702559116 / 01494762799 or Email: paul@little-dragons.co.uk
Closing Date:	Monday 30 April 2018

Title:	Holiday Club Manager & Playworkers
Organisation:	Busy Living @ Elangeni
Location:	Woodside Avenue Amersham HP6 6EG
Hours:	Holiday club runs every state school holiday 8-6pm. Some flexibility on days/hours.
Qualifications/ Experience:	Minimum Level 3 for the Manager position. You must have a proven background in childcare.
Responsibilities/ Extra Information:	Managing all aspects of running the holiday club and implementing OFSTED and EYFS safeguarding and welfare requirements. Must be capable of deploying and organising staff, and implementing the planning and to incorporate a broad range of games and activities, communicating with parents and school staff, dealing with all necessary paperwork and be enthusiastic, energetic and fun!
Salary:	Manager £10.50 per hour Playworkers dependent on qualifications and experience
Contact:	Tel: 01494 722318 or Email: info@busy-living.co.uk
Closing Date:	Monday 30 April 2018

Title:	Manager of After School & Holiday Club
Organisation:	Busy Living @ Elangeni
Location:	Woodside Avenue Amersham HP6 6EG
Hours:	2.45-6pm, Monday to Friday term time and holiday club 8am to 6pm with flexible days/hours
Qualifications/ Experience:	Minimum Level 3 for the Manager position or will consider a Level 2 with extensive childcare experience. You must have a proven background in childcare and management experience.
Responsibilities/ Extra Information:	You are required to have a minimum Level 3 or 2 in Playwork or Early Years childcare qualification and must have management experience at Deputy or Manager level. You will be required to support and create free play opportunities, have good organisational skills, keep up to date with all Ofsted compliance & paperwork, be capable of leading the staff team & be computer literate. Excellent communication skills with staff and parents/carers are needed for this role. First Aid qualified and other completed core training is necessary, although training given in these areas if they need updating. The usual DBS police check will be submitted.
Responsibilities/ Extra Information:	Managing all aspects of running the after school club and implementing OFSTED and EYFS safeguarding and welfare requirements. Must be capable of deploying and organising staff, implementing the planning and to incorporate a broad range of games and activities, communicating with

parents and school staff, dealing with all necessary paperwork and be enthusiastic, energetic and fun!

Salary:

Manager of After School club at £11.60ph and for the Holiday Club at £10.50ph (optional)

Contact:

Tel: 01494 722318 or Email: info@busy-living.co.uk

Closing Date:

Thursday 31 May 2018

Title: Pre-School Practitioner

Organisation:	Bedgrove Busy Bees Pre-School
Location:	The Church Of The Holy Spirit, Camborne Avenue, Bedgrove, Aylesbury, HP21 7UE
Hours:	Mon, Tue & Fri 8.00am to 3.30pm, Wed 8.00am – 2.30pm Term time only
Qualifications/ Experience:	Minimum of NVQ level 2 or equivalent, with a minimum of 1 years post qualification experience in early years. Safeguarding and pediatric first aid. Experience of working as a key worker essential
Responsibilities/ Extra Information:	You will work as part of a pre-school team to create a happy, stimulating and safe learning environment. The role involves key worker duties. i.e. observations.
Salary:	Can discuss at interview
Contact:	Tel: 07759 096 496 or Email: Bedgrovesbusybeespre-school@outlook.com
Closing Date:	Thursday 26 April 2018

Title: Practitioner / Bank Practitioner

Organisation:	Stone & Fairford Leys Preschool
Location:	Maple House, 74 Oxford Road, Stone, Aylesbury, Bucks HP17 8PL
Hours:	Monday to Friday 3pm to 6pm Term time only
Qualifications/ Experience:	None required
Responsibilities/ Extra Information:	Leave Maple House at 3pm to collect from school, supervise snacks & drinks, general supervision of children, support activities and work together with the other staff. Help with washing up/ cleaning of the kitchen/toilet area and main room Remain on site until 6pm
Salary:	£7.83 per hour
Contact:	Tel: 01296 748247 / 07729381566 or Email: Stone.fleypreschool@hotmail.co.uk
Closing Date:	Close date: Friday 26th April 2018 by 5pm. Interviews taking place on Thursday 10th & Friday 11th May 2018 Induction during mid-July, start September 2018

Title: Qualified Nursery Practitioner

Organisation:	Childbase Partnership Ltd – Willows Day Nursery
Location:	Aylesbury, HP21 8AL
Hours:	Full time
Qualifications/ Experience:	Level 3 or above in Early Years
Responsibilities/ Extra Information:	Work should be fun and we are looking for individuals who share that philosophy whilst providing children under 5 with a 'Sound Foundation' for life. <ul style="list-style-type: none"> • Your role as a Qualified Nursery Practitioner with Childbase will include: • Supporting every child's 'learning journey' whilst in our care • Promoting partnerships with families as a keyperson • Ensuring that each child's wellbeing is met and that they thrive in a safe environment • Safeguarding all children in our care

- People really do matter at Childbase and we offer personalised training programmes to all of our colleagues to support their ongoing professional development. In addition to this we offer a wide range of employee benefits:
 - Increasing annual leave with your length of service
 - Cash rewards for going 'Beyond Expectation'
 - Potential for an annual tax-free cash bonus
 - 50% childcare discount from day one

Successful applicants will need to provide 'right to work in the UK' documentation, undertake a DBS and provide two satisfactory references prior to commencing employment.

Salary: £8.20-£9.74 per hour / £17,056- £20,259 per annum
Contact: Email: recruitment@childbase.com
Closing Date: Monday 30 April 2018

Title: Early Years Practitioner

Organisation: Windmill Pre-School
Location: The Firs, Brill, Aylesbury, HP18 9RY
Hours: Up to 29 hours per week days/hours negotiable

Qualifications/ Experience: Suitable candidate would be preferably Early Years trained but would consider an unqualified person who was keen to train. Post available initially for the Summer term but with potential to extend in September 2018.

Responsibilities/ Extra Information: To work as a key person and as part of the Pre-School team under the direction of the Manager to provide safe, high quality education and care for the children.

Salary: Dependent on qualifications and experience
Contact: Tel: 01844 238859 or Email: wps@windmillpre.plus.com
Closing Date: Monday 23 April 2018

Title: Pre-school Practitioner

Organisation: Pollyanna Pre-school
Location: Community Centre, Eskdale Road, Stoke Mandeville Bucks HP22 5UJ
Hours: 8.30am to 12.30noon

Monday, Tuesday, Wednesday, Thursday & Friday

Term time only

Additional training course and meetings as required

Qualifications/ Experience: No qualifications essential, however, NVQ Level 3 or equivalent highly desirable

Safeguarding and First Aid desirable

Basic Food Hygiene is preferable, but training can be given if required.

Responsibilities/ Extra Information: The successful applicant will work as a key worker and as part of the pre-school team, under the direction of the Manager, to provide safe, high quality education for young children.

Essential Criteria:

- Ability to work as part of a team
- Willingness to learn and attend relevant training courses, and staff meetings.

- Innovative, dynamic and independently able to carry out duties
- Passionate about childcare with a desire to improve practice.
- Positive, friendly and flexible approach to caring for children, ensuring a safe and stimulating environment to ensure the physical and emotional wellbeing of the individual children.
- Commitment to Equality of Opportunities

Desirable Criteria

- Sound Understanding of children's needs and development, and the Early Years Curriculum.
- Previous experience of working with young children

Main Duties:

1. To help set-up the room according to the pre-school curriculum and tidy away at the end of session
2. Develop and maintain good communications with all staff and parents.
3. Ensure all steps possible are taken to safeguard the welfare and safety of children and other personnel whilst on the premises.
4. To act as a key person to a small group of children and ensure that their individual needs are recognised and met.
5. Attend staff meetings and parents' evenings outside of normal working hours, and complete any additional paperwork that is not completed during normal admin time.
6. To complete observations, reports and developmental checks on children and share with parents using the online learning journal, so that children's attainment and progress is effectively and regularly assessed.
7. Contribute to the Setting's planning by giving next steps for key children every week.

Contact: Judy Brown/Clare Dunn at admin@pollyannapreschool.org.uk or 07746 750945 for an application form – CV's will not be accepted.

The safeguarding and welfare of our children is paramount. Successful candidates will undergo two references and an Enhanced Criminal Record Check through the Disclosure and Barring Service prior to starting with us.

Salary:

Competitive and dependent on qualifications and experience

Banded pay scales

Sick pay allowance

Statutory holiday pay

Contact:

Tel: 07746 750945 or Email: admin@pollyannapreschool.org.uk

Closing Date:

Friday 4 May 2018

We currently do not have any vacancies in this area, but please do check back as this document is updated regularly.

Title: Fun Club Worker- Special needs adults and young people

Organisation: Thames Valley Adventure Playground
Location: Bath Road, Taplow, Nr Maidenhead, SL6 0PR
Hours: Thursday Evenings 18.30-22.00

Qualifications/ Experience: No qualifications needed but experience with Young people and adults with special needs and an ability to learn on the job desirable. You will be working as part of a team of 3 individuals providing and running a variety of club events both onsite and off.

Responsibilities/ Extra Information: To help organize, plan and run a wide variety of activities for our Fun Clubbers, all of whom have a special need but attend the club independently. There will be a small amount of admin which will be shared amongst the team. You will be responsible for the wellbeing and safety of the Clubbers whilst they are on site.

Salary: £55.00 per session
Contact: Tel: 01628 628599 or Email: gary@tvap.co.uk
Closing Date: Sunday 22 April 2018

Title: Sessional Play Assistant working with our respite team

Organisation: Thames Valley Adventure Playground
Location: Bath Road, Taplow, Nr Maidenhead, SL6 0PR
Hours: Thursday Evenings 18.30-22.00

Qualifications/ Experience: No qualifications needed but experience with children with special needs and an ability to learn on the job desirable. You will be working as part of a team of 8 individuals providing fun and respite to some great kids with special needs.

Responsibilities/ Extra Information: To help the children to get the most out of their day by encouraging them to join in and experience as many play and social opportunities as possible. There will be an element of personal and intimate care, depending on the needs of the individual – training and support will be provided.

Salary: £55.00 per session
Contact: Tel: 01628 628599 or Email: gary@tvap.co.uk
Closing Date: Sunday 22 April 2018

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Title: Nursery Nurse

Organisation: Cressex Day Nursery
Location: Holmers Lane, High Wycombe, Bucks, HP124QA

Hours: 37.5 hrs a week – Fulltime.

Qualifications/ Level 2/ 3 qualifications.

Experience:

Responsibilities/ To join our Outstanding team here at the Cressex Day Nursery in providing
Extra Information: quality childcare for children aged 0-5 years old.

Salary: To be discussed upon interview.

Contact: Tel: 01494 474844 or Email: office@cressexdaynursery.co.uk

Closing Date: Monday 30 April 2018

Title: Pre-School Assistant

Organisation: Little Dragons @ Marsh

Location: Little Dragons Pre-School, Olive house, Abbey Barn road, High Wycombe, Bucks, HP11 1RX

Hours: 9-3 term time only

Qualifications/ Previous experience in an Early Years setting and with key working cache
Experience: level 2 or 3 in Early Years Education and Childcare essential.

Responsibilities/ People without a relevant qualification will not be considered for the position
Extra Information: To work as part of a team. To provide a safe and stimulating environment that meets the needs of the individual children. To have knowledge of the EYFS and of being a key worker. Have an understanding of safeguarding and the importance of confidentiality. To have good communication skills, initiative and to show commitment.

Salary: To be discussed, depending on experience and qualification

Contact: Tel: 07702559116 / 01494533254 or Email: paul@little-dragons.co.uk

Closing Date: Monday 30 April 2018

Title: Pre-School Assistant

Organisation: Little Dragons @ Green Street

Location: Little Dragons Pre-School, Olive house, Abbey Barn road, High Wycombe, Bucks, HP11 1RX

Hours: 9-3 TERM TIME ONLY

Qualifications/ Previous experience in an Early Years setting and with key working cache
Experience: level 2 or 3 in Early Years Education and Childcare essential.

Responsibilities/ People without a relevant qualification will not be considered for the position
Extra Information: To work as part of a team. To provide a safe and stimulating environment that meets the needs of the individual children. To have knowledge of the EYFS and of being a key worker. Have an understanding of safeguarding and the importance of confidentiality. To have good communication skills, initiative and to show commitment.

Salary: To be discussed, depending on experience and qualification

Contact: Tel: 07702559116 / 01494533254 or Email: paul@little-dragons.co.uk

Closing Date: Monday 30 April 2018

Title: Early Years Practitioner

Organisation: Sunshine Montessori Nursery

Location: The Old Village School, Bullocks Farm Lane, Wheeler End, Bucks, HP14 3NH

Hours: 30 hours over 3 days or 40 hours over 4 days

Qualifications/ L2 or L3 early years qualification

Experience:

Responsibilities/ An opportunity to join an experienced team of practitioners in this Ofsted
Extra Information: OUTSTANDING full day-care nursery. Main responsibility to help provide a

high quality of teaching and care for children aged 0-4 years, delivered in a Montessori way and working within the requirements of the EYFS.

Salary:

Contact:

Tel: 01494 442057 or Email: roden-sunshie@tiscali.co.uk

Closing Date:

Wednesday 18 April 2018

Title:

Nursery Lead Teacher

Organisation:

Castlefield School

Location:

Castlefield School, The Middleway, High Wycombe, Bucks, HP12 3LE

Hours:

**Qualifications/
Experience:**

- Qualified Teacher status
- Recent experience of teaching in Early Years
- Able to demonstrate excellent knowledge and understanding of the Early Years Foundation Stage curriculum and practices
- Evidence of the development of the EYFS environment to support independent learning.
- An understanding of how to use assessment to inform planning to support every child's development in the EYFS
- Set high expectations which motivate, inspire and challenge pupils
- Manage behaviour effectively to ensure quality learning takes place
- To model exemplary learning behaviours for children (and adults)
- A good understanding of phonics in supporting early reading and writing development
- Comprehensive knowledge and understanding of the legal framework and quality standards relating to Nursery provision
- Experience of working with parents to improve outcomes for children
- As detailed in the DfES - School Teachers' Pay and Conditions Document 2017
- To be responsible for the efficient day-to-day running of the Nursery and overall delivery of a high-quality service
- To ensure that the Nursery provides a safe, caring, stimulating educational environment, both indoors and outdoors, at every session
- To ensure that the Nursery plans an appropriate play based Early Years Foundation Stage (EYFS) curriculum that enables children to make individual progress
- To ensure the Nursery plans appropriately for children our 3 year old and 2 year old provision
- To ensure the Nursery meets Ofsted requirements at all times
- To manage, supervise and support the Nursery staff
- To liaise with the all stakeholders and colleagues
- To engage and work with other professionals in the local area for the benefit of children and families
- To promote the Health, Safety and welfare of all within the Nursery
- To ensure all staff understand and work to Castlefield School's policies and procedures, including how to deal with child protection issues appropriately and how to respond to incidents, accidents, complaints and emergencies

**Responsibilities/
Extra Information:**

Class Responsibilities:

- The post requires you to teach in Nursery.
- General responsibility with other members of staff for the implementation of every day school activities.
- Fostering home/school links in line with school policy.
- Assisting the Head Teacher and Deputy Head in the development and

review of school policy and resources.

- Attending courses and school-based in-service workshops.
- To undertake other duties as the Head Teacher may reasonably direct.

Specific Responsibilities:

- To advise colleagues on methods and resources available for the teaching in Nursery
- To monitor the delivery of provision throughout the Nursery and to ensure best practice at all times
- Assist colleagues to further their understanding of effective early years provision, leading to personal professional development
- To run staff/parent workshops/seminars as appropriate

Salary: Teachers MPS/UPS +TLR (+ Recruitment bonus for outstanding candidates)
Contact: Tel: 01494 436018 or Email: office@castlefield.bucks.sch.uk
Closing Date: Wednesday 25 April 2018 at 12:00pm

Title: **Key Worker**

Organisation: Castlefield School
Location: Castlefield School, The Middleway, High Wycombe, Bucks, HP12 3LE

Hours: 8:15am-3:45pm
Monday – Friday, term time only

**Qualifications/
Experience:**

- Minimum NNEB/NVQ Level 3 (or equivalent qualification)
- Recent experience of working in the Early Years
- Able to demonstrate excellent knowledge and understanding of the Early Years Foundation Stage curriculum and practices
- An understanding of how to use assessment to inform planning to support every child's development

**Responsibilities/
Extra Information:**

1. To input and assist with the planning of the curriculum.
2. To help to set up the Nursery each session and maintain a high standard of tidiness and cleanliness.
3. To act as a key worker to a small group of children, liaising closely with parents/carers and ensuring each child's needs are recognised and met.
4. Fostering good home/school links in line with school policy
5. To advise the Room Leader/Lead Teacher of any concerns e.g. over children, parents or the safety of equipment, preserving confidentiality as necessary.
6. To support children's learning and development across all area of the EYFS, offering an appropriate level of support and stimulation.
7. To support children with their personal care.
8. To input to and attend appropriate Nursery staff meetings.
9. To attend in-service training courses and meetings as required.
10. To keep completely confidential any information regarding the children, their families or other staff that is acquired as part of the job.
11. To undertake any other reasonable duties as directed by the Room Leader/Lead Teacher, in accordance with the School's Development Plan and Objectives.
12. To support trainee's and volunteers as appropriate.
13. To comply with all H&S policies/procedures.

Salary: £17,768-£22,879 pro-rata. Bucks pay range 1B/10 – 3/20 depending on experience

Contact: Tel: 01494 436018 or Email: office@castlefield.bucks.sch.uk
Closing Date: Wednesday 25 April 2018 at 12:00pm

Title: **Pre-school Manager**

Organisation: Terriers Playgroup
Location: St Francis Church Hall, Amersham Road, High Wycombe, Bucks HP13 5AB

Hours: 9.00-1.30pm 4/5 days + 4.5 paid additional hours for paperwork etc. per week, term time only, 5.6 weeks holiday pay

**Qualifications/
Experience:** At least level 3 childcare qualification, plus either experience as Deputy Manager, or other managerial experience. Math's and English GCSE.

**Responsibilities/
Extra Information:** Are you enthusiastic, motivational and passionate about helping all children achieve their full potential?

If so then our Playgroup needs you - To be responsible for all aspects of the day to day organisation of the setting, in order to give 2- 4 year old children high quality education and care in a safe, stimulating environment where "Learning is Child's Play". You will report to the Committee of our registered Charity.

Salary: £10.32 per hour

Contact: Tel: 07967898285 or 07724674776 or Email: terriersplaygroup@gmail.com

Closing Date: Friday 4 May 2018

We currently do not have any vacancies in this area, but please do check back as this document is updated regularly.

Title: Nursery Nurse / Assistant**Organisation:** The Marlow Day Nursery**Location:** Sandy Gate Road, Marlow SL 7 3AZ**Hours:** Full Time: 8:00AM TO 6: PM Monday to Friday-Part time also considered**Qualifications/
Experience:** Level 2 or level 3 Qualification in Childcare**Responsibilities/
Extra Information:** As a nursery nurse, you will plan for, carry out a variety of activities and provide a high level of care.

Nursery nurse duties will include:

A nursery nurse plays an important part in the care of young children. They will work within a team of staff to plan, organise and carry out a range of activities. They will help provide and maintain a safe and motivating environment for the children to learn and develop.

Work activities

As a nursery nurse, you will plan for, carry out a variety of activities and provide a high level of care. Nursery nurse duties will include:

- Creating a safe, caring and stimulating environment that promotes learning through play
- Working with other team members to plan age appropriate activities
- Engage children in learning and play activities
- Working closely with parents and/or carers, giving them a high standard of customer service
- Working with colleagues and other professionals to make sure that children's needs are met
- Making sure that risk assessments are completed daily

Entry requirements

To work as a nursery nurse, you will need a nationally recognised Level 3 / Level 2 qualification in childcare. A recognised qualification must be 'full and relevant' which means it meets certain standards set out in law.

Skills, interests and qualities

To be a nursery nurse, you will need:

- Good written and spoken communication skills
- Good time management and organisational skills
- good understanding of child protection issues and confidentiality

Salary: £17550 to £19,500**Contact:** Tel: 01628 488114, 07545387765 or Email: themarlowdaynursery@gmail.com**Closing Date:** Monday 30 April 2018

Title:	Deputy Leader
Organisation:	First Steps Pre-school
Location:	Scout and Guide Centre Longwick Road, Princes Risborough Bucks HP29 9HN
Hours:	Flexible between 8.15 am and 3.15 pm
Qualifications/ Experience:	Level 3
Responsibilities/ Extra Information:	To work alongside the Group Leader, being responsible for key children, to be involved in coordinating safe guarding and special needs issues in the setting. To be able to run the pre-school in the Leader's absence and help with general duties such as setting up and clearing away.
Salary:	Competitive
Contact:	Tel: 07762326772 or Email: firststepscontact@gmail.com
Closing Date:	Friday 18 May 2018

Title:	Pre-school Assistant
Organisation:	First Steps Pre-school
Location:	Scout and Guide Centre Longwick Road, Princes Risborough Bucks HP29 9HN
Hours:	Flexible between the hours of 8.00 am and 3.15 pm
Qualifications/ Experience:	No qualifications necessary but a willingness to learn and flexibility with working hours would be appreciated
Responsibilities/ Extra Information:	General duties to include: setting up and tidying away resources, key person responsibility for several children - including planning for their individual development
Salary:	TBC
Contact:	Tel: 07762326772 or Email: firststepscontact@gmail.com
Closing Date:	Friday 18 May 2018

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