



ABINGDON PRIMARY SCHOOL AND CHILDREN'S CENTRE

(APSCC)

Person Specification for a Children's Centre Lead

	Essential	Desirable
Qualifications	Level 5 Early Years qualification	NPQ/ICL: Level 7 dual qualification in Early Years leadership and management (Or similar qualification in leadership and management)
Knowledge and Experience	<p>Demonstrate ability to successfully engage service users in planning, delivery and evaluations of provision.</p> <p>Ability to chair meetings and follow up agreed actions within a multi-agency environment.</p> <p>Ability to analyse and interpret data and produce accurate factual reports. Proficient in the use of IT.</p> <p>Effective communication skills, both written and verbal, in order to interact with children and adults, colleagues, managers and partner agencies and to positively represent APSCC in a range of internal and external forums.</p> <p>Ability to work effectively as a manager of a team, supporting and guiding staff/external partners to deliver effective outcomes.</p>	Understanding of the legislative, inspection and policy framework for Early Help provision and external frameworks.

	<p>Support staff to provide impartial advice, information, guidance and advocacy to children, young people and their families in a sensitive and supportive manner Support staff to provide impartial advice, information, guidance and advocacy to children, young people and their families in a sensitive and supportive manner.</p> <p>Access to a vehicle for visits to service users' homes and other sites as well as being able to transport young people when necessary.</p> <p>Evidence of commitment to reflective and professional practice and continuous professional development for self and staff members.</p>	
<p>Other</p>	<p>Ensures the reasons for, and benefits of change are clearly communicated, understood and accepted by employees, colleagues and stakeholders.</p> <p>Motivates and ensures self and others are committed to and take responsibility to meet or exceed key performance indicators, objectives and milestones to time and budget.</p> <p>Engages with employees, elected members, customers, strategic partners and stakeholders in relevant decision making and change processes. Considers feedback when making decisions.</p> <p>Utilises employee talent effectively and deals with poor performance and unacceptable behavior quickly and effectively.</p>	