

# LANCASHIRE COUNTY COUNCIL

JOB DESCRIPTION POST OF Full time Early Years Foundation Stage Consultant			
<b>Directorate for Children and Young People</b>		<b>Location:</b>	Early Years Professional Development Centre, Leyland
<b>Establishment/Team:</b>		School Improvement: Early Years Foundation Stage Consultants	<b>Post No:</b> F-525-0011
<b>Grade:</b>	Mainscale plus TLR2.1	<b>Designated Line Manager:</b>	Early Years Foundation Stage Consultant
<b>Staff Responsibility: None</b>		<b>Number of Staff Directly Supervised: None</b>	<b>Which Business Plan incorporates this Post?</b> School Improvement

## CORE VALUES AND JOB PURPOSE:

The Directorate for Children and Young People

Making Lancashire a place where everyone matters. A place where everyone can enjoy equal and quality life chances and be respected in their communities.

Corporate Objectives

Lancashire a place where people can

- Feel safe
- Lead healthy lives
- Get help if they need it
- Learn and develop
- Work and prosper
- Travel easily and safely
- Enjoy a high quality environment

And the purpose of this job is to:

- To promote the delivery of high quality development and learning provision for children from birth to six years across a diverse range of education and childcare providers in Lancashire.
- To provide training, support and advice and disseminate good practice on an individual basis and through networks and cluster groups
- To work in partnership to promote better outcomes for children
- To write and deliver training packages to support practitioners in the implementation of the Early Years Foundation Stage

## CORE TASKS:

- To have direct concern for quality improvements in relation to early education and childcare in a diverse range of settings
- To have the overview of the quality provision and the impact of this on children's outcomes for a district within the County Council
- To support settings in successfully implementing the Early Years Foundation Stage in order to

effectively meet all of the Statutory Requirements

- To support early years settings in preparing for Ofsted inspections through the development of reflective practice, self-evaluation and improvement planning
- To provide training, support and advice and disseminate good practice on an individual basis and through networks and cluster groups
- To mentor/verify settings undertaking the Lancashire Quality Awards
- To liaise with other partners to promote equality, diversity and inclusive practice in all early years settings
- To support the development of new initiatives
- To attend and contribute to all relevant meetings
- To keep up to date with all new initiatives and research in early education and childcare
- To have an involvement in the development and review of team training packages
- To lead an area of responsibility across the whole team

<b>Prepared by:</b>	Annette Shepherd	<b>Date:</b>	March 2025
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**EQUAL OPPORTUNITIES:** The County Council is committed to achieving equality of opportunity both in the delivery of services to the community and its employment arrangements. We expect all employees to understand and promote our policies in their work.

**HEALTH AND SAFETY:** All employees have a responsibility for their own Health and Safety and that of others while undertaking their duties. Employees have a general duty to assist the County Council in implementing its general statement on the Health and Safety policy.

<b>PERSON SPECIFICATION FORM</b>		
<b>Job Title: Early Years Foundation Stage Consultant</b>	<b>Grade: Mainscale with TLR 2.1</b>	
<b>Directorate for Children and Young People</b>	<b>Post Number:</b> F-525-0011	
<b>Establishment/Team: School Improvement:</b> <b>Early Years Foundation Stage Consultants</b>		
<b>Requirements</b> <b>(on the basis of the Job Description)</b>	<b>Essential (E)</b> <b>Or</b> <b>Desirable (D)</b>	<b>To be identified by: Application Form (AF), Interview (I), Test (T), Other (specify)</b>
<b>Qualifications</b>		
QTS	E	Application form
Early Years Specialism	D	Application form
<b>Experience</b>		
Extensive teaching experience within the foundation	E	Application

stage.		Interview
Experience of working in private/voluntary and maintained sector.	D	Application Interview
Experience of delivering training related to the early years curriculum.	D	Application Interview
Organisational and management experience in the early years	D	Application Presentation Interview
<b>Knowledge/skills/abilities</b>		
Knowledge of early childhood development for children aged 0-6 years.	E	Application Presentation Interview
Knowledge of the Early Years Foundation Stage	E	Application Interview
A proven record of high quality Foundation Stage practice.	E	Application Presentation Interview
Knowledge of the key role of play in children's learning.	E	Application Presentation Interview
Knowledge of the diversity of early years services across the county.	D	Application presentation Interview
Knowledge of current issues and legislation in the early years	E	Application Presentation Interview
Ability to work as part of a team.	E	Application Interview
Excellent interpersonal skills.	E	Application Presentation Interview
Ability to communicate effectively (oral and written) including the ability to write clear and concise reports.	E	Application Presentation Interview
Ability to work unsupervised	E	Application Interview
ICT literate including the ability to create and use a wide range of electronic documentation	E	Application Interview
<b>Other</b> (include special requirements)		
1. Commitment to Equality & Diversity	E	Application Interview
2. Commitment to Health & Safety	E	
3. Commitment to personal professional development and research	E	
4. Commitment to flexible working, this will include working some evenings	E	
5. A willingness to travel throughout the county	E	
<b>Prepare d by:</b> Annette Shepherd	<b>Date:</b>	March 2025

**Note:** We will always consider references before confirming an offer in writing.

