

JD: Lead Practitioner

Reporting to: Nursery Manager.
Duration: 35 hours per week, permanent.
Salary: £27,346.41 (Band 3)
Location: Plumstead Nursery
Staffing: Practitioner team.

Job Purpose

To oversee the management of Home-Start Greenwich children's sites and staff and take a lead role in providing play and learning opportunities to meet the needs of children and families, ensuring a high-quality provision. The role operates at a first-line manager level within the context of a local charitable organisation delivering effective Family support and Early Years Childcare provision across the Royal Borough of Greenwich.

Key accountabilities

- Ensure effective management and supervision of Child Practitioners and Administrators to ensure high quality provision of services to staff.
- Ensure centres comply with regulatory requirements and identify potential risks and hazards in line with best practice and guidance as set out by early years management.
- Adhere to all health and safety policies and procedures and undertake a shared responsibility for cleanliness throughout the early year provision.
- provide high standards of care and education for Children in the centre and attend TACS, CIN, Safeguarding and Early helps meetings where appropriate.
- Lead on tracking of children in their provision, liaising effectively with parents/carers to inform them of their child's progress - promoting an inclusive environment for all children and families that reflects diversity and children's individual needs and ensures all children are effectively integrated into the activities.
- Carry out induction procedures with children and their families and maintain an environment that promotes physical, emotional, and social development for children of differing ages and abilities, through a range of arts, crafts, games, and activities, both indoors and outdoors.
- Support, supervise, and mentor playroom- based staff and students.
- Undertake any other duties as reasonably requested by the line manager.
- Assist in developing and maintaining an environment that promotes physical, emotional and social development for children of all ages and abilities, through a range of arts, crafts, games and activities, both indoors and outdoors
- Participate in in-service and other training programmes as required and maintain personal and professional development to meet the changing demands of the post.
- The duties and responsibilities included in this job description are not exhaustive or restrictive and can be reviewed at any time in the future, changes and other duties deemed relevant to this post may be added.

Skills and experience

- NVQ Level 3 in Child Development & Learning or equivalent.
- Experience of planning and supporting play provision supported by evidence-based approaches outlined in the Early Years Foundation Stage.
- Providing oversight, guidance, and support to a team of practitioners and administrators.
- Knowledge and understanding of safeguarding issues and procedures.
- Understanding of the Ofsted requirements / framework.

HOW TO APPLY

To **apply**, please complete the application form electronically and email to: HR@homestartgreenwich.org.uk. The application deadline is **Friday the 24th of October 2025.**

Home-Start Greenwich is an equal opportunities employer and champion of Equality, Diversity, and Inclusion. We recruit for the person most suited to the job and welcome applications from candidates of all backgrounds and sectors. Candidates must have fluent spoken and written English and the right to work in the UK. The role will require an Enhanced DBS clearance and a suitable Disqualification by Association record.

In the event of a high level of applications, Home-Start Greenwich reserves the right to close the application deadline early. If you are interested in applying for this role, please ensure you submit your application at the earliest opportunity.

No agency requests or approaches please – we have our own internal HR team managing this recruitment campaign. We will therefore not respond nor pay any fees sent to us unless we have signed a specific agreement or SLA for this purpose. Thank-you and we appreciate your understanding.

Our website: www.homestartgreenwich.org.uk