SKILLS FRAMEWORK FOR EARLY CHILDHOOD
SKILLS MAP - LEAD EARLY YEARS EDUCATOR

Sector	Early Childhood
Track	Early Childhood Development
Occupation	Early Years Educator
Job Role	**Lead Early Years Educators**
Job Role Description	The Lead Early Years Educator is responsible for leading his/her team and driving the learning and development of children within the Centre. He/She is responsible for the overall learning curricula, programmes and teaching designs for children between 2 months and 4 years old in the Centre. He/She strategises the building of relationships and partnerships with families and community stakeholders. As a Lead Early Years Educator overseeing the infants and the Early Years, He/She develops and evaluates the Centre's programmes to ensure they cater to children of different levels. He/She also helps to ensure a smooth transition for young children between levels.

	Critical Work Functions	**Key Tasks**
Critical Work Functions and Key Tasks	Plan and implement curriculum and programmes	Develop new teaching and learning approaches aligned with curricula frameworks
		Drive improvements to teaching and learning approaches to enhance quality of learning environment
		Lead development of new children engagement strategies in curricula and pedagogies
		Formulate the assessment of children's learning and development across different Early Years levels
		Evaluate the effectiveness of the developed classroom management strategies
		Drive implementation of appropriate health, safety, nutritional and hygiene standards and procedures at the Centre
		Implement new teaching and learning methods, tools and assistive technologies based on emerging trends in the sector
	Build stakeholder relationships and partnerships	Lead in the development of strategies to establish relationships with families
		Strategise the coordination of activities with families and community stakeholders
		Drive new partnerships to improve Centre's programmes and services
	Manage family and community programmes	Lead the development of family and community initiatives across Centres and programmes
		Strategise the promotion of Centre programmes and services
		Strategise the enhancements of cross-Centre initiatives, cross-Centre family and community initiatives and cross-Centre programmes
	Conduct routine caregiving	Evaluate routine caregiving improvement opportunities
		Drive implementation of routine caregiving standards and procedures
		Drive the enhancements of Centre-level routine caregiving
	Uplift professional practice	Drive the implementation of Centre's vision, mission and values
		Develop team leaders' mentoring capabilities
		Promote professional development and service quality improvement to junior staff

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	Technical Skills and Competencies		Critical Core Skills (Top 5)	
Skills and Competencies	Centre Innovation and Change Adoption	Level 4	Building Inclusivity	Intermediate
	Child Development Assessment	Level 5	Collaboration	Advanced
	Child Observation	Level 4	Communication	Advanced
	Child Safety and Protection	Level 4	Developing People	Advanced
	Classroom Management and Guidance of Children's Behaviour	Level 4	Sense Making	Intermediate
	Coaching and Mentoring for Educators	Level 3		
	Collaborative Practices with Stakeholders across Disciplines	Level 5		
	Community Partnership	Level 5		
	Data and Information Management	Level 5		
	Diversity and Inclusion	Level 4		
	Early Childhood Curriculum Design	Level 5		
	Early Childhood Pedagogical Practice	Level 5		
	Early Childhood Programme Planning	Level 5		
	Ethical Conduct and Professional Integrity	Level 4		
	Family and Caregiver Engagement	Level 4		
	Health, Hygiene and Nutrition for Children	Level 5		
	Interaction and Relationship	Level 4		
	Learning Environment Design	Level 5		
	Operations Management	Level 4		
	Practitioner Inquiry	Level 5		
	Reflective Practice for Educators	Level 5		
	Resilience and Self-care	Level 4		
	Responsive Caregiving Approaches	Level 4		
	Situation Management with Families and Community	Level 4		
	Staff Communication and Engagement	Level 4		

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	Staff Continuous Learning	Level 4		
	Visioning and Strategic Planning	Level 4		
Programme Listing	For a list of Training Programmes available for the Early Childhood sector, please visit: www.skillsfuture.gov.sg/skills-framework/earlychildhood			

The information contained in this document serves as a guide.

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