

Early Childhood Educator -- Open until filled

Treasure our Young Ones Childcare Centre - Port Alberni, BC

Part-time with possibility of moving into full-time

Summary

The Early Childhood Educator will be part of a team that will plan and implement a culturally based childcare program that is designed to give each child an opportunity to participate in experiences that will enable them to reach their full potential. The ECE Worker will work closely with the children, parents/caregivers and daycare team in developing and implementing program planning and activities and through providing a nurturing environment.

Specific Duties

- Responsible for the continuous supervision, safety and well-being of the children.
- Recognizes and responds to the needs of each child by using developmentally appropriate teaching and child behavior management techniques.
- Shares in the responsibility for planning, preparing and implementing stimulating, culturally based, age-appropriate activities that encourage children's creativity and learning and promote each child's social, emotional, cognitive and physical development.
- Participates fully and consistently as a conscientious team member in caring for the children and in the overall operation of the program and Centre; maintains regular and open communication with program team members and all other co-workers.
- Establishes and maintains regular communication with parents.
- Ensures the program operates at all times in compliance with all childcare licensing standards.
- Must know and implement: Centre routines and practices; BC's Child Day Care Regulation and Standards of Practice.
- Observes and records relevant information on each child's progress as required/as per Centre practices.
- Attends and participates actively in all program/Centre, parental or other meetings as required.
- Shares responsibility for maintaining program equipment in good repair; assists with toy/equipment disinfecting.
- Shares responsibility for maintaining the play environments and storage areas in an organized and clutter-free condition.
- Participates in regular fire drills and other emergency procedures.
- Engages in positive collaboration with the other programs and early childhood educators of the Centre in coordinating the effective use of equipment, facilities and personnel.
- Participates in ongoing professional development and attends/maintains all mandatory training.
- Participates in the supervision, training and mentoring of students and supply teachers.
- Assists the Child Care Manager in maintaining a safe and healthy work environment by promptly reporting any existing and/or potential workplace hazards.
- Performs other duties as may be assigned from time to time by the Child Care Manager or her/his designate.

REQUIREMENTS AND QUALIFICATIONS:

- Early Childhood Education, or Infant/Toddler/Special Needs certification
- Experience in developing and implementing individualized care plans
- Experienced and knowledgeable in implementing behavior management strategies
- Experience in the childcare profession and/or an Aboriginal organization or community working with children and families.
- Excellent communication and interpersonal skills
- Excellent organizational skills and initiative
- Creative problem-solving skills
- Computer skills with knowledge of Microsoft Office Programs
- Knowledge of Nuu-chah-nulth history and culture is an asset
- Awareness of social issues affecting First Nations and non-First Nations children considered an asset
- Knowledge of recreational, social and life skills, and parenting programming and activities relevant to First Nations

Job Type: Part-time with possibility of Full-time

Hourly Rate: \$25.00 per hour

Send Resumes and Cover Letter to: employment@pafriendshipcenter.com

Cyndi Stevens, Executive Director

Port Alberni Friendship Center

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“Please note only those selected for an interview will be contacted”