



huu ay aht

ANCIENT SPIRIT, MODERN MIND

Job Posting

Full Time Permanent Position: Early Childhood Educator

Location: Anacla Paawats (Bamfield, BC)

Salary: \$56,635*

Authority Relationship: Reports to the Director of Community Services

Huu-ay-aht seeks to hire an Early Childhood Educator, to meet the challenges, roles and responsibilities described below. This position is based out of Anacla, which is situated 5 km out of Bamfield, B.C. Shared Accommodations is available.

Position Summary:

The Oomiiqsu Childcare Centre will offer quality early childhood education for children 36 Months and Under and 36 Months to School Age for residents of the Oomiiqsu Centre. Centering around culture, Childcare program staff will work with Elders and Cultural Wellness Workers to provide mothers and their children opportunities to connect with culture and language and to learn and grow together.

Key Accountabilities:

- The Early Childhood Educator (Paawats) is accountable for:
- Providing programming to support the healthy development of all the children attending the Paawats and Huu-ay-aht Child Care program.
- Working with the senior educator to ensure a balanced, quality program for the children who attend the program.
- Providing the children with safe, developmentally appropriate activities that support their holistic development.
- Maintaining confidentiality and neutrality at all times.
- Promoting a performance-focused environment in alignment with the HFN's values, culture and business goal

Job Duties:

- Plans, prepares and implements a variety of activities for the children that support and enhance holistic development.
- Takes children on community outings (nature walks, beach excursions, garden tours, and playground adventures); participates in field trips and extracurricular events and activities.
- Encourages child/parent cooperation, participation and respect.
- Provides general supervision of all children's activities.
- Records attendance.



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- Performs general safety checks (Safety of the children, parents, elders and staff is paramount.)
- Conducts monthly fire drills and records activities.
- Participates in and supports Language/Elder activities.
- Coordinates Elders' honorariums.
- Purchases supplies as required within provided budget parameters.
- Maintains inventory of First Aid Kit supplies as needed.
- Prepares and serves snacks and lunch.
- Provides menu planning and recording (until can be passed on to Kitchen Staff).
Mentors the kitchen staff as they learn their responsibilities (when applicable).

Operational Requirements:

- Valid class 5 driver's license.
- Some travel, including overnight and or weekends.
- Willingness and ability to work overtime, including evenings and weekends.
- Successful background checks, including employment verification, criminal records checks, reference checks, and education/credential verification.

Education and Experience Requirements:

- Demonstrated ability and experience in upholding the HFN Organizational Values: Professionalism, Respect, Health, Effective Communication, Trust, Support.
- Certificate, diploma or degree in early childhood education, or combination of education and experience.
- Experience in the areas of education and social services, ideally in a First Nations environment.
- Valid First Aid certificate.
- Excellent oral and written communication and presentation skills.
- Ability to promote a performance-focused environment in alignment with the HFN's values, culture and business goals.

Personal attributes:

- **?iisaak / Greater Respect.** Personal and collective respect for the community and its people, traditional knowledge, the natural world, the metaphysical world and other peoples and communities. Working in a manner that reflects a commitment to client service excellence and actively contributing to workplace well-being and a safe, healthy, and respectful workplace.



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- **ʔuuʔatuk / Taking Care Of.** This is about caring for present and future generations and the resources the land, water, and the natural world provides. Working on pursuing organizational efficiencies, demonstrating an appreciation of the importance of resources, including the willingness to adopt new and more efficient working methods.
- **Hišuk ma ćawak / Everything is One.** A notion of the interconnected, interdependent, and reciprocal relationship between the people, the land, and the wider world(s) in a physical, spiritual and social sense. Listening actively to the views of others, respecting, considering, and incorporating them. Working collaboratively and relating effectively to others and embracing and valuing diversity.

*Salary provided is a minimum amount, HFN is willing to negotiate based on education and experience

We thank all applicants for their interest in this position; however, only those candidates selected for an interview will be contacted. Please email your covering letter & resume to HR@huuayaht.org, by fax 250-728-1222 or mail att: Human Resources Manager, 4644 Adelaide St., Port Alberni, B.C., V9Y 6N4. Please quote Early Childhood Educator Anacla. Closing date for this position is April 2, 2024 at 4:00 pm.



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Appendix A

Vision - *The Huu-ay-aht envision a strong, self-governing and self-reliant Nation. lisaak will guide us as we work together to foster a safe, healthy and sustainable community; where our culture, language, spirituality and economy flourish for all.*

Mission - *As a leader among First Nations, the Huu-ay-aht First Nations will create certainty for its community, generate wealth for financial independence, provide economic opportunities, deliver social, cultural and recreational programs for all Huu-ay-aht.*

HUU-AY-AHT FIRST NATIONS VALUES

PROFESSIONALISM

- Ethics – be prepared, on time and ready to work
- Ethics – be responsible for the success of your work and others
- Lead by example
- Respect - for confidentiality, yourself and co-workers
- Work / Life Balance
- Work Smarter - Share your expertise and your successes
- Take pride in your work

RESPECT

- Golden Rule – Treat others how you want to be treated
- Listen actively and attentively to what people are saying and clarify
- Accept people for who they are and don't judge
- Basic Etiquette – remember the common courtesies; kindness & compassion
- lisaak
- Observe protocol and ceremony

HEALTH

- A healthy body, mind and soul through proper diet, sleep and exercise
- Avoid burning out with a proper work / life balance
- Be positive - always remember to smile and laugh

- Care about each other, ask questions and follow up
- Be appreciative of one another and the work we do

EFFECTIVE COMMUNICATION

- Think twice, speak once
- Make sure your body language is sending the correct message
- Provide responses in a timely manner; acknowledge request and provide timeline
- Listen attentively and clarify

Trust

- Walk the talk - be honest, no gossiping
- Believe the good in everyone not the bad
- Voice your concerns, don't harbor them – clear the air
- Spend more time focusing on what you are supposed to be doing, and less time on what others are or aren't doing
- Be happy and enjoy your work life

SUPPORT

- Be available to help and ask for help when needed
- Advocate and help one another
- Provide constructive criticism, not just criticism
- Don't gossip; stop gossip when it occurs
- Clarify and seek feedback from each other