



Yuutu?it?ath

Position Description

Early Childhood Educator

Position Summary

The Early Childhood Educator (ECE) is responsible for providing safe, quality, caring and supportive child care to the participants of q^wayačiik?iis Daycare program. The program ensures that the child care needs of all participants meets the regulatory standards as prescribed by federal, provincial and municipal governments.

Primary/Core Responsibilities

Performs all duties and responsibilities in accordance with the Yuutu?it?ath Government policies, standards, practices and procedures, as directed by the Daycare Supervisor.

Program Delivery

- Assists the Daycare Supervisor to develop and individualize the Daycare program and curriculum.
- Delivers a developmentally and culturally appropriate curriculum of activities and experiences to include:
 - A balance of active/quiet, indoor/outdoor, individual/group activities
 - A daily schedule that incorporates child directed activities, care routines and transitions times
 - Using a variety of techniques to assist children in learning, expressing themselves, self-help skills, play and social skills
 - Learning experiences that foster an understanding of Yuutu?it?ath culture and values
- Organizes space, equipment and materials before activities.
- Ensures guidance of children's behavior that encourages positive self-concepts that include providing positive guidelines such as redirecting, positive language and positive reinforcement.
- Follows procedures to ensure positive communication with parents including daily updates, accommodating parent instructions for daily care routines, encouraging parent participation in program activities.
- Ensures confidentiality of information related to children, parents/guardians and staff.
- Follows policies and procedures to licensing requirements are fulfilled and carries out the responsibilities of an Early Childhood Educator (ECE).
- Supports activities designed to incorporate traditional Yuutu?it?ath teachings into the curriculum.
- Keeps up to date with early childhood education and advocacy developments.
- Maintain knowledge and understanding of services offered by the YG for referral to parents as needed.
- Participate in short and long term planning and program evaluation for the q^wayačiik?iis Daycare.

Safety and Health

- Ensures a healthy and safe environment through by following the Daycare health and safety program which includes:
 - Ensuring children are supervised at all times
 - Attending to children's physical needs for diapering, toileting, eating and sleeping
 - Monitoring the environment for hazards
 - Reporting of all accidents, injuries and illnesses
 - Staying updated on children's allergies and other special conditions
 - Following procedures for administering medications maintaining health records
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- Reporting any suspected/known issues of child abuse as outlined in the Centre policies and procedures
- Releasing children only to authorized persons
- Following cleaning, hygiene and food safety standards

Performs other duties and responsibilities as necessary in the performance of the position, and as assigned by the Manager of Social Services.

Qualifications

Training, Education and Experience

- Certificate in Early Childhood Education and current license to practice.
- 2-3 years of directly related experience working as an ECE or ECE-A with infants, toddlers and preschool aged children.
- Experience delivering a daycare curriculum including culturally aligned Indigenous learning and activities.
- Current First Aid certificate.
- Food Safe certification.
- Up-to-date immunizations and clear TB Test (*added immunizations*)
- Current Class 5 BC Driver's Licence
- Satisfactory criminal records check (vulnerable sector).

Knowledge, Skills and Abilities

- Enjoys working with young children and actively contributing to their healthy development.
- Strong knowledge of early childhood education with well-developed child behavioral management skills.
- Able to support and actively participate in a variety of play and learning activities.
- Excellent listening, communication and interpersonal skills including conflict resolution.
- Strong cultural sensitivity and understanding. Able to build caring relationships with a variety of age groups built on trust.
- Ability to serve as a role model to young children.
- Strong planning and organizational skills.
- Excellent client service skills. Friendly, positive, responsive, professional and helpful.
- Ability to exercise and model a high degree of professionalism and confidentiality.
- Able to work independently as well as working within a collaborative team framework.
- Basic computer skills including MS Office.
- Genuine respect for Yuułu?if?ath traditions, culture and protocols.

Working Conditions

- Work is performed primarily in the Daycare Centre. Ongoing sensory attention and regular lifting up to 40 lbs. is required. Occasional travel to attend meetings is required.

Reports to: Childcare Manager	Department: Social Development
Direct Reports: None	Date: October 30, 2020 (Draft)
Financial Scope: \$ None	