



Employment Opportunity

POSITION: **ECE or ECE Assistant or ECE IT** **CLOSING DATE:** Until Filled
DEPARTMENT: Community Department **STATUS:** Internal, External
CLASSIFICATION: Permanent, Term or Casual

Job Summary:

The successful incumbent will work under the direction of the Manager, Tsleil-Waututh Nation Child and Family Development Centre and in cooperation with staff to provide quality, inclusive child care and family support services.

Duties & Responsibilities:

- Ensure the Early Childhood Education program meets all requirements of the Child Care Licensing Regulations on a daily basis.
- Adhere to the Child and Family Development Centre's philosophy and Schedule D(&G) of the Child Care Licensing Regulation
- Building a curriculum that is developmentally appropriate for children under 3 and/or children 3-5.
- Contribute to the on-going operation of the Centre and prepare activity documentation to support childcare learning
- Cooperate with management and staff to individualize the curriculum and family services.
- Ensure guidance of children that encourages positive self-esteem and positive communications with parents/guardians.
- Facilitate a respectful conflict resolution process when dealing with difficult staff and parent/guardian issues.
- Implement a problem-solving approach with practical solutions when faced with difficult situations.
- Maintain a neat, orderly and clean environment in all activity and program areas.
- Maintain confidentiality of all information related to the Centre, staff, children and their families.
- Encourage potty training and/or change diapers when needed.
- Supervising while children are eating and bottle feeding
- Ensure that children are safe at all times and recognize children who are potentially at risk and take appropriate action.
- Perform other related duties as required.

Qualifications:

- Certification for Early Childhood Educator Assistant, ECE and/or Infant Toddler License to Practice.
- Bachelors' degree in related field is an asset.
- Previous experience of 1 year working with children in a child care/recreation setting.
- Valid First Aid/CPR Certificate.
- Up-to-date record of immunizations and tuberculosis test.
- Statement from a medical practitioner indicating adequate physical and psychological capability to work with children and carry out assigned duties.
- Must maintain regular attendance and be flexible to accommodate changing schedules as needed
- Must successfully pass a Criminal Records Check.

If this position interests you, please go to: www.twnation.ca/job/early-childhood-educator-4/ for a full job description! Send us your resume and cover letter to: jobapplications@twnation.ca