

Job Description: Manager at Osoyoos Child Care Centre

Are you passionate about early childhood education and looking for a fulfilling opportunity in a beautiful location? Look no further! The Osoyoos Child Care Centre is seeking an experienced full-time Manager with a Registered Early Childhood Educator (RECE) designation to join our dedicated team. This position is available starting on January 9th, 2023.

About Osoyoos Child Care Centre: Located in the picturesque town of Osoyoos, our centre is nestled just steps away from the beach. Imagine the joy of working in a serene environment where the beach becomes an extension of the classroom, providing endless opportunities for fun and engaging experiences for children. Our staff is known for their harmonious relationships and wonderful camaraderie, creating a supportive and welcoming work atmosphere. Moreover, the children at our centre are truly delightful and consistently keep us entertained with their curiosity and enthusiasm for learning.

Responsibilities: As the Manager, you will play a crucial role in ensuring the smooth operation of the Osoyoos Child Care Centre. Your main responsibilities will include:

1. Emotionally and physically supporting children and meeting their diverse needs.
2. Building strong relationships with client families, board members, community representatives, and government officials.
3. Monitoring, mentoring, and providing support to staff members.
4. Ensuring compliance with regulations, licensing requirements, and the centre's policies and procedures manual.
5. Implementing and managing the budget effectively, as well as maintaining accurate attendance records for payments.
6. Collaborating with community agencies such as Interior Health, the fire department, and other service organizations.

Qualifications: To succeed in this role, you will need:

1. A Registered Early Childhood Educator (RECE) designation with a minimum of two years of experience in a licensed Child Care setting.
2. The ability to be approved as a Supervisor by the Ministry of Education under the Child Care and Early Years Act.
3. Strong communication skills with both children and adults.
4. An understanding of First Nations and cultural differences.
5. A current clear Police Criminal Reference Check/Vulnerable Sector Check.
6. Up-to-date immunizations.
7. Proficiency in Microsoft Office.
8. A working knowledge of relevant legislation, including the Child Care and Early Years Act, Occupational Health and Safety Act, Employment Standards Act, and Child and Family Services Act.

Application Process: If you are enthusiastic about this opportunity and meet the qualifications outlined above, please submit your resume and cover letter to Karen Greig, Manager at the Osoyoos Child Care

Centre. You can reach us at 6609 89th Street, Osoyoos, BC V0H1V0, or contact us by phone at 250-495-5050 or via email at osoyooschildcare@telus.net.

To gain a comprehensive understanding of the position, a full job description is available upon request.

Join our team at the Osoyoos Child Care Centre and be part of a supportive and engaging work environment where you can make a positive impact on the lives of children and families while enjoying the beauty of Osoyoos. We look forward to receiving your application!