



Position Description

Early Childhood Educator I, II, III

Position Summary

Internal/External Posting

Job Title:	Early Childhood Educator Level I, II, III
Status:	Casual on Call
Start Date:	Immediate Opening
Reporting to:	Child, Youth, & Family Manager
Department:	Education
Remuneration:	\$22.00 - \$25.17, based on level of ECE qualification, plus a \$4/hr. Government Wage Enhancement for all hours working directly with children.

In collaboration with the entire early childhood team, the Early Childhood Educator will provide safety, support, and direct care to children under six within Tla'amin Nation's three early childhood programs – Infant/Tots, 3-to-5-years, and preschool – to stimulate and develop their mental, physical, emotional, and spiritual development within a culturally and language rich Indigenous environment.

Key Responsibilities

1. Assists in planning, preparing, and carrying out developmentally appropriate programs and activities
 - Works as a team player in implementing daily activities – art, songs, games, stories etc.
 - Conducts activities with children on an individual and group basis
 - Follows assigned duties related to the daily routines (outdoor play, snack/lunch, rest time, toileting, etc.)
 - Supports cultural aspects of programming and employs ʔayʔaʔuθəm words and phrases to the best of their ability
 - Complies with program policies and procedures
2. Assists Early Childhood Educators in monitoring children
 - Assists with maintaining constant supervision of the children in indoor/outdoor activities and during rest periods
 - Ensures guidance, discipline and behaviour expectations are consistent in childcare setting
 - Reports concerns, issues to Senior ECEs and/or Manager
3. Attends to children's physical needs while applying good hygiene practices and keeps program facilities and equipment safe and clean

4. Fosters open communication with families/caregivers and other team members, documents, and maintains records as directed
5. Supports all early childhood programs and initiatives and performs other related duties as required
 - May be designated to assume the role of the Early Childhood Educator
 - May be required to attend meetings
 - May be designated to attend professional development training
6. Supports the team to meet the requirements of Childcare Program Licensing
7. Works within the ECEBC Code of Ethics and maintains confidentiality

Qualifications

Education, Training, and Experience

- Completion of a recognized Early Childhood Education and Care program
- Experience working in a licensed early childhood setting would be an asset
- Successful Criminal Record Check with vulnerable sector screening
- Recent TB test
- Knowledge of ʔaʔamin culture and ʔayʔajuθəm would be an asset
- Class 5 B.C. Driver’s License and acceptable Driver’s Abstract would be an asset
- First Aid and CPR certification, or willingness to obtain
- Food Safe certification, or willingness to obtain
- Fully vaccinated against Covid – 19

Skills, Knowledge, and Abilities

- Working knowledge of children’s developmental stages from 0 to 6 years of age
- Well-developed communication and interpersonal skills
- Ability to follow directions
- Ability to work as a positive, flexible, and supportive team member
- Strong teaching skills
- Good organizational and time management skills
- Knowledge of group process and facilitation

Working Conditions

- Work hours are generally Monday to Friday 8:30 to 4:30 with a one hour paid lunch break. Casuals may occasionally be needed for half-days.
- Work will take place in either Tla’amin Nation’s Child Development and Resource Centre or čičöy ʔaye (Children’s House).

- Adherence to all WorkSafe regulations and safe work practices is required as well as to Tla'amin Nation's Covid-19 Safety policies and protocols which may be amended from time to time.
- The successful applicant will be required to work in accordance with the BCGEU Collective Agreement as well as the policies and benefits therein, in addition to all relevant Tla'amin Nation policies and procedures.

How to Apply

Please apply by sending your resume and cover letter by email to: HR Department at jobs@tn-bc.ca and to Leslie Louie at leslie.louie@tn.bc.ca noting "Early Childhood Educator - Casual" in the subject heading of your e-mail or drop-off/mail to Tla'amin Nation, Attention: HR Department, 4779 Klahanie Rd, Powell River, BC, V8A 0C4.

This posting will remain open until the casual employee pool is filled.

Thank you to all applicants; only those shortlisted will be contacted.