

EXTERNAL RE-POST



TITLE: Early Childhood Educator and/or ECE with Infant-Toddler
REPORTS TO: Headstart-Daycare Administrator
LOCATION: Day Care (on floor and in the field)
TERM: Full time, indeterminate
SALARY: Grade 3 (\$33,113 - \$42,362), pending qualifications
CLOSING DATE: open until filled

SCOPE

Reporting to the Daycare Administrator, the ECE in cooperation with the ECE Team Lead will develop positive relationships with the children and their families, as well as plan and implement culturally sensitive and developmentally appropriate programs for children aged 6 months to 5 years; the successful applicant has completed all required ECE coursework and currently has or will obtain certification as an Early Childhood Educator in 2017.

AND:

Reporting to the Daycare Administrator, the ECE-Infant Toddler will supervise the Day Care Infant-Toddler program. This position will develop positive relationships with the children and their families, as well as plan and implement culturally sensitive and developmentally appropriate programs for infants and toddlers. This position is also responsible for providing professional input and support to the ECE Team in the areas of infant-toddler guidance, and program planning and development. Other related duties as required.

Core Competencies

- Dependability
- Communication
- Collaboration
- Safety Assessment
- Decision Making
- Plan & Organize
- Time Management
- Problem Solving

MINIMUM QUALIFICATIONS

- Certificate in Early Childhood Education with licence to practise in British Columbia; and/or Infant-Toddler Citation
- Experience working with infants, toddlers and pre-school students
- Experience in program planning and implementation
- Ability to work and maintain harmonious relationships with students, parents and co-workers
- Excellent communication, interpersonal, organizational and time management skills
- Strong morals and ethics, along with a commitment to child/family privacy.
- Good supervisory documentation skills.
- Emergency or Standard First Aid with Child CPR (renew every 3 years)
- Food Safe Level 1
- Criminal Record Review Program assessment (renew every 5 years); or willingness to obtain
- Valid Driver's Licence & Driver's Abstract
- Ability to provide own transportation to and from work.

DESIRED QUALIFICATIONS

All of the above mentioned, as well as:

- 1 plus years' experience supervising infant-toddler childminding in a day care facility
- Knowledge and experience working within a First Nation Community

- Ability to speak Cree and/or Dene.

APPLICATION INSTRUCTIONS

Employer may consider flexible schedule rotation options for qualified successful candidates; if you are seeking a flexible work arrangement please outline this requirement in your cover letter. Base wage rates for certified ECE stated; Infant Toddler certification wage to be negotiated in addition to base rate.

Closing Date: Open until filled. **Start date:** Immediate. **Salary:** \$33,113.00 - \$42,362.00 pending certification(s), experiences, knowledge and skills. Preference may be given to local and/or First Nation's qualified applicants. Fort Nelson First Nation is a progressive organization offering an incredible work environment, competitive salary packages, extended medical, dental and vision, pension plan, professional development and career advancement opportunities. To forward your resume, respond to:

Cathy Murphy, Human Resources Consulting
Fort Nelson First Nation
R.R. #1, Mile 295, Alaska Highway
Fort Nelson, B.C. V0C 1R0
E-mail: cathy.murphy@fnnation.ca

We thank for all for applying, but only those applicants whose applications clearly demonstrate meeting all of the requested minimum qualifications will be responded to.