

BGC South East is currently seeking the following position:

EarlyON Program Facilitator

Job Posting Details:

Location - Kingston

Hours - 35 hours/week (rotational evening & weekends)

Rate - \$19.00 - \$24.50/ hour

Overview:

Program Facilitators will play a supportive role in the delivery of exceptional programs and positive leadership for parents and Children in our EarlyON programs.

Key Responsibilities:

- Create a welcoming, inclusive environment which offers high quality programs, led by the emergent interests of the program participants
- Engage Parents and Caregivers through discussions and information sharing about child development, parenting, nutrition, play and inquiry-based learning, as well as other topics which support the role of parents and caregivers
- Support Early Learning and Development by building strong and responsive relationships with children, their families and/or caregivers; while encouraging exploration, play and inquiry, through both planned and spontaneous emergent curriculum experiences
- Ensure that staff, curriculum, and environments are responsive to, and inclusive of culturally and linguistically diverse children, families, and caregivers
- Create on-going pedagogical documentation within the program site to be displayed and/or shared with program participants
- Ensure all program spaces are maintained and clean.

Job Requirements:

- Diploma or Degree in Early Childhood Education or child related field
- Current member in good standing of the College of Early Childhood Educators
- 2-3 years experience working in a child related field
- Current Standard First Aid and CPR-C certification or willing to obtain
- Current and satisfactory CPIC with Vulnerable Sector Screening
- Ability to work with complex needs.
- Valid Drivers Licence/ Reliable transportation required.

Preferred Skills:

- Ability to work both independently and with a team with minimal supervision.
- Effective interpersonal and communication skills.
- Excellent time management and organizational skills.

Application Process:

Submit resume and cover letter indicating position applying for to the attention of:

HR Department
hr@bgcsoutheast.ca

Please note that BGC South East will accommodate candidates as required under applicable human rights legislation. If you require a disability-related accommodation during this process, please inform us of your requirements and we will do our best to accommodate.

We thank all those who apply, however only successful candidates will be contacted for an interview.