BGC South East is currently seeking the following position:

REGISTERED EARLY CHILDHOOD EDUCATOR

Job Posting Details

Position - Registered Early Childhood Educator

Hours - 40 hours per week (must be available 7:15am & 5:45pm)

Rate - $23.00-24.00/hr plus Wage Enhancement

Location - Amherstview & St. Genevieve

Job Overview

Early Childhood Educators provide high quality early learning and care programs. They work closely with program rooms, staff and volunteers as they attend to children's daily basic needs. As well, they plan/develop age-appropriate programs to enhance the cognitive, physical, social and emotional development according to BGC South East program statement and philosophy and the Child Care Early Years Act, using Early Learning for Every Child Today (ELECT), and How Does Learning Happen?

Key Responsibilities:

- Plan, lead and participate in a program based on How Does Learning Happen and CCEYA standards
- Attend to children's basic needs in dressing/toileting/feeding and nap time routines.
- Responsible for the supervision, safety and wellbeing of all toddler or preschool children, including those with special needs
- Participate in team meetings and training opportunities as required
- Complete records as required (Incident, Accident forms, daily outdoor inspections, etc)
- Establish and maintain professional communication with parents/caregivers by participating in a variety of formal and informal communication strategies (daily conversations, information sheets, developmental portfolios, classroom newsletters, etc.)
- Assess the abilities, interests and needs of children and discuss progress or concerns with other staff members and senior manager
- Ensure child to staff ratios are maintained at times
- Follow and adhere to all BGC South East Policies and Procedures and those set forth by BGC South East, Ministry of Education, Ministry of Health and Public Health KFL&A
- Maintain a clean and organized space in accordance with Public Health and COVID-19 operating policies

Job Requirements:

- Post-Secondary diploma or degree in Early Childhood Education
- Proof of registration with the College of Early Childhood Educators is an asset
- Previous working experience with children toddler - 6 years is required.
- Ability to work with complex needs population (behavioural challenges)
- Standard First Aid/ C.P.R. LEVEL C certification

- Valid Driver's license/reliable transportation is an asset
- TDP (10 year booster) and MMR immunizations must be up to date
- Criminal Reference Check (including Vulnerable Sector Check)

Job Specifications:

- Be a positive role model for children/youth and staff
- General knowledge of diversity issues (cultural, socio-economic etc).
- Demonstrate conflict resolution skills and various aspect of child development
- Ability to work both independently and with a team with minimal supervision
- Mentoring/coaching abilities
- Excellent organizational and time management skills
- Experience with Google Drive, Microsoft Office and other database platforms.
- Effective interpersonal and communication skills

Application Process:

Please submit a resume and cover letter indicating position applying for to the attention of:

HR Recruiting

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.