



Join Our Team!

LAKE BABINE NATION

POSTED: FEBRUARY 23, 2023; UNTIL POSITION FILLED

DAYCARE WORKER

The Early Childhood Educator (ECE) teaches social science, personal hygiene, music, art, and literature to children from (1 to 4 years old), to promote their physical, mental, and social development.

The ECE supervises activities, such as field visits, group discussions, and dramatic play acting, to stimulate students' interest in and broaden their understanding of their physical and social environment.

They foster cooperative social behavior through games and group projects to assist children in forming satisfying relationships with other children and adults. The ECE encourages students in singing, dancing, rhythmic activities, and in use of art materials, to promote self-expression and appreciation of esthetic experience.

They instruct children in practices of personal cleanliness and self-care. The ECE alternates periods of strenuous activity with periods of rest or light activity to avoid overstimulation and fatigue. The ECE discusses students' problems and progress with parents to ensure constant communication about the children's development.

RESPONSIBILITIES

- Reads each individual child's files in his/her class and is knowledgeable about their medical and developmental histories.
- Observes children to detect signs of ill health or emotional disturbance, and to evaluate progress.
- Create a classroom environment conducive to learning and appropriate to the physical, social, and emotional development of students with an emphasis on language development and emergent literacy skills.
- Provide activities and opportunities that encourage curiosity, exploration, and problem-solving appropriate to the development levels of the children.
- Include materials and experiences in the classroom that are culturally appropriate and represent diversity.
- Interacts with the children and encourages their involvement in activities.
- Provides a warm, safe, and caring environment that is kept orderly, clean, and appealing.
- Keeps a "portfolio" of each child's progress, including samples of their artwork, writing, etc.
- Plans, prepares, and implements daily activities (indoor/outdoor) as they relate to the curriculum.
- Provides overall supervision of toileting and bathroom time.
- Oversees all mealtime/snack time activities and related record keeping.
- Maintains good communication with parents daily using daily sheets, notes and/or verbally.
- Maintain open, friendly, and cooperative relationships with each child's family and encourages their involvement in the program.
- Works with other staff members to form a positive, supportive team atmosphere.
- Ensures confidentiality of privileged information.
- Maintains adherence to all company policies and procedures, including safety requirements.
- Maintain attendance records of children participating in the Early Childhood Program
- Continue professional development through attending workshops, conferences, and other staff development.
- Be sensitive to individual children's differences and needs and be willing to adjust the program & curriculum to meet those individual needs.
- Demonstrate behavior that is professional, ethical, and responsible.
- Assist with other duties as requested.

QUALIFICATIONS

- High School Diploma, G.E.D. or equivalent. Preferable: College Diploma in Early Childhood Education Diploma (ECE).
- Two (2) years of experience as a Daycare Worker.
- Current CPR and First Aid Certificates relevant to the age group being cared for.
- Criminal Record Check (CRC)
- Proven ability to successfully work with children and their parents in a sensitive, effective, and professional manner.
- Computer literacy, including effective working skills of MS Word, Excel and e-mail required.
- Good organizational, time management and prioritization skills.
- Strong verbal, written and interpersonal communication.
- Physically able to perform all assigned tasks.

APPLY NOW!

Beatrice MacDonald, *Human Resources Manager*

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Successful candidates of short-listing will be contacted