



Employment Opportunity

StrongStart BC Facilitator/Early Childhood Educator

Reference No. QSL LLE SSFECE 1019

PURPOSE: Reporting to the Le'lum'uy'lh Daycare Manager, this position will have a dual role as an outreach StrongStart BC Facilitator and an on-site Early Childhood Educator at Le'lum'uy'lh Daycare. As a StrongStart BC Facilitator, you will be responsible for creating and facilitating a program environment where parents and caregivers participate alongside their children (0-5yrs) in an interactive, play based setting. As an Early Childhood Educator you will be responsible to ensure the safety of children while in the program, and provide support to the team in planning and implementing activities such as circle time, art, science and field trips. This is a permanent full time position.

RESPONSIBILITIES:

- Plan and implement developmentally appropriate early childhood activities and experiences; when possible incorporate experiences that foster the Cowichan Tribes language, culture and traditions
- Ensure that the programs and activities are developed and maintained in response to StrongStart BC and Le'lum'uy'lh Daycare guidelines
- Set up and take down daily, as necessary, program materials and equipment
- Maintain confidentiality of all information related to the programs' children, parents/caregivers, and staff
- Create a safe, healthy, and friendly environment for children and their caregivers including but not limited to reporting injuries or illnesses, creating daily-log notes, monitoring hazards, tending to children health and wellness needs, administering first-aid and reporting any concerns to supervisor
- Produce and maintain StrongStart BC reports, work plans, and detailed daily program statistics including monthly and quarterly statistics to the Daycare Manager
- Contribute to the ongoing operations of the daycare; participate in StrongStart BC meetings, LLE staff meetings, professional development, and events; facilitate a team environment; maintain positive working relationships with ECE staff, parents/caregivers, elders and other child development professionals
- Make referrals to community services as needed
- Other related duties as required

EDUCATION AND EXPERIENCE: *(all required documents must be attached for resume to be considered)*

- Completion of ECE Certificate or ECE Diploma preferred; will consider an ECEA license with a combination of related experience
- Minimum BC Class 7 Driver License and reliable vehicle is required
- Child Safe First Aid Certificate preferred or willingness to obtain
- Criminal Record Check is required
- Experience in coordinating multi aged play based programming is required

SKILLS, KNOWLEDGE, AND ABILITIES:

- Familiar with Early Learning Framework
- Willingness to support families in Head Start goals
- Excellent communication skills (interpersonal, written and verbal)
- Positive, energetic, nurturing and sensitive attitude that encourages healthy childhood development
- Physically able to carry out child care functions (standing, bending, crouching and lifting up to 45 lbs.)
- Excellent time management skills with the ability to multi-task in a busy team-based environment
- Ability to work under limited supervision
- Willingness to participate and complete provided training
- Ability to work in a variety of settings; including but not limited to working with a diverse population
- Knowledge of Cowichan language, culture, and values

Interested applicants are invited to submit a current resume and a detailed cover letter clearly stating how you meet the qualifications listed in the job posting. Please reply to the undersigned, quoting the reference number and position title.

Attention: Reference No. QSL LLE SSFECE 1019

Human Resources Department, Cowichan Tribes

5760 Allenby Rd. Duncan, BC V9L 5J1

Email: resume@cowichantribes.com

Website: <http://www.cowichantribes.com/employment>

Deadline: 4:00 p.m. Friday, November 8, 2019