

# POSTING

## EARLY CHILDHOOD EDUCATOR ASSISTANT

Casual On-Call (Monday to Friday)

### Growing Together Daycare

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#### Program Summary:

Options Community Services has operated Growing Together Daycare for the past 30 years. This non-profit daycare provides on-site child care services to young parents whom are enrolled in high school at Guildford Park Secondary School. The center is licensed to care for children between the ages of newborn to 36 months. In November 2018, Growing Together Daycare was announced as a Prototype Center for the Ministry of Children and Family Development. Prototype Centers are designed to offer affordable child care to families throughout the community. Beginning in February 2019, Growing Together Daycare began accepting additional children between the ages of birth to 36 months from the community. The program will offer wrap around support to young children and their families. Our core philosophy in working with both children and their families comes from an attachment-based and strength-based approach. This safe, welcoming and non-judgemental program provides early learning opportunities for children that will enhance their development. The care we provide to the children requires a high sense of caring, understanding, and acceptance as families accessing the program come with a variety of needs and socio-economic backgrounds.

#### Job Summary:

The Early Childhood Educator will provide support and direct care to children between the ages of birth to 36 months, including special needs children, to stimulate and develop their social, emotional, intellectual and physical growth.

#### KEY DUTIES AND RESPONSIBILITIES

- Plans, carries out and evaluates developmentally appropriate activities and experiences for children using modelling, observing, questioning, demonstrating and reinforcing techniques. Develops daily program schedules that include indoor / outdoor, large motor, quiet and individual group activities.
- Identifies the abilities, interests, and needs of children and develops individualized and group curriculum based on these. Recommends referrals or additional services for children with professionals such as Infant Development Program, the Center for Child Development and Public Health.
- Reports on progress, behaviours and other issues of both children and families to the Program Manager. Contributes to reports for special needs children moving on to preschool aged care. Maintains program records and statistics as required.
- Participates in regular planning and evaluation of the program, as per the Ministry of Children & Family Development's Prototype Center requirements, and Options' Community Service agency requirements. Provides recommendations for change to the Senior Early Childhood Educator and Program Manager.
- Provides work direction to early childhood educator assistants as required.

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**NOTE: Applicants not selected for an interview will not necessarily be notified.**

Options Community Services Society is an equal opportunity employer committed to hiring a diverse workforce.

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OCS Posting #:A21423

- Attends to children’s physical needs that include bathing, diapering, eating and sleeping.
- Administers first aid and medication in accordance with established agency policies.
- Ensures a safe, warm, welcoming, healthy environment in which children can interact. Identifies and removes potential safety hazards to children, parents and staff.
- Communicates with parents about children’s growth, development, needs, and accomplishments. Requests input from parents in the development of programming and activities for children and families. Confers with parents with regard to unusual or problematic issues that impact the well-being of their child and family.
- Performs other related duties as required

**QUALIFICATIONS**

**Education, Training, and Experience:**

- Early Childhood Education Assistant Certificate / Diploma, License to Practice
- Child Safe First Aid required

**Job Skills and Abilities:**

- At least two years recent related experience working with young children
- Experience working with vulnerable children and families
- Experience working with an attachment based, strength-based, trauma informed approach

\* An eligibility list will be maintained for up to 6 months.

**COMPENSATION:** \$20.26/hr

**CLOSING DATE:** Resumes will be reviewed starting [September 4, 2019] but the posting will remain open until filled and will close without notice.

**PLEASE APPLY TO:** Nichole Osborne, Program Manager  
Options Community Services Society

Email: [growingtogether@options.bc.ca](mailto:growingtogether@options.bc.ca)

No phone calls please

Please include a cover letter clearly indicating the posting number [#A21423] and outlining your qualifications and related experience for the position.