



Making a difference...together

# Employment Opportunity

## Early Childhood Educator Assistant

### *Parks & Environmental Services – Panorama Recreation*

Competition	<b>21/085</b>
Status	<b>Auxiliary</b>
Hours of Work	<b>Up to 20 hours bi-weekly</b>
Rate of Pay	<b>\$19.99 per hour (plus 14% in lieu of benefits) \$22.79 total per hour</b>
Review of applications begins	<b>Open until filled</b>
Notes	Approximately a 1 year term – September 2021- September 2022

### Summary

Panorama Recreation is looking for an Early Childcare Educator Assistant to join our team! The successful applicant will work with a group of dedicated professionals to provide a safe and fun learning environment for children in our care. The ideal candidate is passionate, nurturing and enthusiastic about working with young children. Under the direct supervision of the Recreation Coordinator and in collaboration with the ECE Preschool Instructor, the Early Childcare Educator Assistant is responsible for assisting with the operation of the licensed preschool program

*This position requires an acceptable criminal record check. The applicant/incumbent will be required to undergo a criminal record check in order to work in this position and to report to their supervisor if any criminal charges are laid against them that may be related to their employment in this position.*

The anticipated length of this term assignment is approximately 1 year.

### Duties & Responsibilities

- Assist with the delivery of safe, healthy and enjoyable full time care for children ages 30 months-5 years.
- Work in collaboration with the ECE Instructor to plan, organize and deliver the licensed preschool program that promotes, stimulates and develops children’s intellectual, physical and emotional growth in a nurturing play-based learning environment.
- Promote social experiences, respect for others and self-sufficiency, and provide experiences and play materials that actively promote positive interactions, communications and diversity.
- Assist in the promotion and enhancement of creative ideas in all program areas including arts & crafts, dramatic play, music appreciation, science and nature, sports, and outdoor play.
- Ensure toys and all equipment is maintained with respect to safety standards and sanitary standards. Assist with the set up and take down of the activity area
- Assist children with daily routines including toileting, dressing, eating and sleeping.
- Ensures the safety and general well-being of the children at all times.
- Follows all policies, procedures and standards of the CRD
- Performs other related duties as required.



## Qualifications

- Completion of a minimum of one course in a Basic Early Childhood Education Training Program from a recognized post-secondary institute and 2 years related experience leading preschool programs.
- Valid BC License to Practice Certificate (ECEA)
- As a licensed care program, must be at least 19 years of age.
- Valid First Aid and CPR Certificate
- Consent to a Ministry of Justice Criminal Record Check for working with children.
- Demonstrated ability to apply VIHA license standards to daily practices.
- Knowledge and understanding of WorkSafeBC practices/protocols, Workers' Compensation Act and OH&S Regulations and other relevant safety statutes.

*To keep our employees, customers and the communities we serve safe, the CRD has introduced an employee mandatory vaccination policy intended to prevent the transmission of COVID-19. As such, the CRD requires proof of being fully vaccinated as a condition of employment.*

## Applications

To apply for this exciting opportunity, please submit your resume and covering letter online at [www.crd.bc.ca](http://www.crd.bc.ca) under "[Careers](#)".

**The CRD thanks you for your interest and advises only those candidates under active consideration will be contacted.**

