



JOB POSTING

March 6, 2016

Job Title: Early Childhood Education Assistant

Overview: The Wells and Area Community Association are looking for an Early Childhood Educator Assistant to compliment our summer Daycare program. This person will contribute to the quality care in a multi-age program for children ages from infant/toddler to school age. The wage for this position is \$15 per hour for 30 to 40 hours per week and will run from Mid-May to Mid- September, 2016. Please note that for the right person training could be provided for this position, please inquire at the address below for more information.

Qualifications and Assets

- Post Secondary Diploma or Certification in the field of Early Childhood Education is an Asset
- Post Secondary Diploma or Certification with Infant/Toddlers an Asset
- Good Beginnings certification course and or the Responsible Adult Classes
- Completion of grade 12 and enrollment in an ECE course
- Excellent interpersonal, communication and conflict resolution skills
- Current First Aid/CPR-C Certified
- Clear Criminal Record check
- Food safe an Asset
- Recent related Experience working with children and families in licensed child care programs, or an equivalent combination of education, training and experience
- Willing to negotiate a flexible schedule
- Willing to travel to and from or live in a small, remote, rural and creative community

Duties and Responsibilities

- Support the Childcare Program Manager in maintaining a safe, comfortable, age appropriate environment that promotes quality care in a multi-aged group program
- Provide age appropriate supervision and guidance including day to day needs such a toileting, nutrition and rest times

- Light janitorial duties supporting the Childcare Program Manager
- Light food preparation duties supporting the Childcare Program Manager
- Accompany Childcare Program Manager and children on routine outings
- Maintain communications between yourself and Childcare Program Manager
- Work within a team

Interested Candidates are requested to submit a cover letter and resume which speak to and demonstrate the above skills, experience and competencies by 7pm March 31st. Please address your resume to Huckleberry Daycare Personnel Committee, Box 183, Wells BC V0K 2R0 or email wellsdaycare@gmail.com

We thank all applicants for their interest, however only short listed applicants will be contacted. This position is dependent on funding.

