



**Early Childhood Educator or ECE-Assistant  
Westhills YMCA-YWCA (Langford, BC)**

**Vacancies:** 1

**Position:** Permanent Part-Time (*Hours Negotiable*)

**Placement:** Position Currently Open (***Start date is negotiable***)

**Hours:** 20 hours per week\*

**Wage:** ECE-A: \$21.32/hour (*plus benefits – see Compensation below*)

ECE: \$27.21/hour\*\* (*plus benefits – see Compensation below*)

ECE IT: \$28.33/hour\*\* (*plus benefits – see Compensation below*)

**NOTE:**

*\*Hours: 1. Candidates who would like to work under 20 hours/week can make that request on their application.*

*2. Additional hours may be available in the future.*

*\*\*This wage rate includes the additional \$4/hour provided by MCFD's ECE Wage Enhancement Program (for qualified candidates).*

**Nature and Scope:**

Reporting to the Child Care Supervisor, the Early Childhood Educator (or assistant) will work directly within the program, providing high quality care and fun, creative programming for children in a group setting. Working in collaboration with the child care team, Educators are responsible for delivering the play-based curriculum to children from 30 months to 5 years of age (with occasional support to the toddler program). They will ensure that children are well supervised and provided with developmentally appropriate and fun programming options.

**Compensation:**

This permanent part-time position is entitled to a YMCA-YWCA individual membership; **15 days paid vacation; paid sick days (as per policy); and a cost-shared benefits package (after completion of the probationary period) which includes:**

- **Health Care, Drug Plan, Dental, Vision, EAP**
- **Extended Health Care**
- **Life Insurance**
- **YMCA Canada Pension Plan (as per eligibility requirements in the plan)**

**Responsibilities**

- To read, understand and follow all YMCA-YWCA policies and procedures related to the guidance and care of children
- To assist with the planning and implementation of a consistent child centered program in accordance with YMCA-YWCA and CCFL standards, including YMCA Playing to Learn curriculum standards
- To interact directly with the children, facilitating a healthy learning environment

- To establish and maintain positive daily communication and interaction with families, providing quality customer service and building meaningful relationships within the community
- To ensure that all safety and supervision standards are implemented and maintained according to YMCA-YWCA and licensing requirements
- To maintain confidentiality of all information related to the centre, the children, their families, and staff
- To work effectively and as an active member of the staff team, assisting with other duties and responsibilities as required
- To attend all YMCA Playing to Learn professional development sessions and other training as required
- To maintain a neat, orderly, and clean environment, including all activity areas and washrooms
- To release children only to those authorized by parent/ guardian

**Qualifications:**

- Current ECE-A, ECE or ECE-IT License to Practice in BC required
- Experience working with children in a child care/recreation setting
- Strong written and verbal and communication skills
- High level of organization and customer service skills
- Current First Aid and CPR required
- A clear Ministry of Justice Criminal Record Check with Vulnerable Sector Screening required
- A clear Police/RCMP Criminal Record Check with Vulnerable Sector Screening required\*
- \*Note: Cost reimbursed.
- Must provide proof of full COVID-19 vaccination (2 doses).

**To Apply:** Please send a cover letter and resume to:

Human Resources  
YMCA-YWCA of Vancouver Island  
Email: [hr@vancouverislandy.ca](mailto:hr@vancouverislandy.ca)

**Please Note:**

1. **Application Deadline:** This posting will close when a suitable candidate has been found; short-listing will take place as applications are received.
2. **Please indicate in your cover letter how you heard about this position.**
3. *We thank all applicants, but only short-listed candidates will be contacted.*

*The YMCA-YWCA of Vancouver Island is an equal opportunity employer.*