

SERPENT RIVER FIRST NATION

195 Village Road
Cutler ON, P0P 1B0



Telephone: (705) 844-2418
Facsimile: (705) 844-2757

EMPLOYMENT OPPORTUNITY

Registered Early Childhood Educator

Full time

Position Summary:

The Registered Early Childhood Educator (RECE) position requires planning and implementing safe developmentally appropriate activities. Early childhood educators will supervise children as well as organize activities to stimulate and develop their intellectual, physical, emotional, cultural and spiritual growth. This includes ensuring that all safety and reporting and quality requirements are met as per the Mission Statement of the Serpent River First Nation and the licensing requirements of the province of Ontario.

Position Duties

The Early Childhood Educator shall, in every aspect of their position, promote the Serpent River First Nations Vision and Mission Statements, maintain the level of professionalism expected by the Serpent River First Nation as outlined through the Policies and Procedures manual, and uphold the ethics of their position.

In addition, the RECE shall complete the following duties as required by their position:

- Supervise children in accordance with Ministry practices and regulations.
- Promote culturally responsive ways of knowing and learning within children at the daycare
- Guide and assist children in the development of healthy habits
- Observe children for signs of learning disabilities or emotional problems
- Attend meetings and workshops for Professional Development
- Incorporate the 7 Grandfather teachings into daily practice
- Carry out and assess developmentally appropriate activities and experiences in accordance with the ELECT document.
- Support Individualized learning plans and accommodations for young learners with early signs of struggled development
- Participates in all aspects of routines and transitions including Parent Luncheons, Elder's Teas, field trips, and children's parties
- Uses a variety of teaching techniques including modeling, observing, questioning, demonstrating and reinforcing
- Ensures that all activities offered at and away from the centre are carried out in a safe and efficient manner

- Recognize, document and take appropriate action in the case of suspected abuse, illness or accident, reporting the incident as a serious occurrence
- Ensures that the centre is maintained in a neat, organized, and safe manner
- Fully completes all occurrence reports, day sheets and day books in accordance with Day Care Centre policies
- Complete administrative tasks as delegated by senior staff
- Attend and be an active participant at staff meetings and contribute to the agenda
- May be required to attend functions held at times other than that of the Day Care's operating hours.
- Promotes the daily exchange of information about children's progress and the program between staff and parents
- Be respectful and cooperative in interactions with parents

Qualifications

- College diploma in Early Childhood Education
- Be registered in good standing with the College Of Early Childhood Educators.
- Must have a current First Aid and CPR Certificate "C", CPIC and Vulnerable Sector Check.
- Up to date TB (tuberculosis) test
- Prior experience in a Day Care facility would be an asset.
- Knowledge of 7 Grandfather teachings and Ojibwe traditions.
- Provide proof of COVID vaccination (2 doses)
- Knowledge and understanding of the Ministry Of Education guidelines as well as the ELECT document.
- Good organizational skills.
- Ability to work cooperatively with other teachers, support staff, and parents.
- Ability to maintain confidentiality.
- Other duties as assigned

Interested applicants **MUST** submit a cover letter, resume, and three references (preferably 3 recent employment references from a direct supervisor/manager or 2 recent employment references from a direct supervisor/manager and one [1] character reference):

Attn: Human Resources
 195 Village Road, Cutler Ontario, P0P 1B0
 Fax: 705-844-2757

Email: hr.jobs@serpentrivern.com

By: February 26, 2024 at 4:00 pm

Late or incomplete applications will not be considered. We appreciate your interest, however, only those selected for an interview will be contacted.

Preference will be given to Indigenous applicants.

**Detailed Job Description is available upon request*