

# **Job Title: Early Childhood Educator or Early Childhood Educator Assistant**

**Location:** Lil' Dancing Owls Educational Daycare - 1896 Tronson Road, Kelowna (Glenmore area)

**Program:** Multi-Age Licensed Daycare Facility – providing quality care and learning for children 18 months to 5 years old

**Date posted:** Jan 23, 2019

**Start date:** ASAP for the right candidate

**Closing date:** When filled

**Hours of Work:** 32 hours – 40 hours – varies depending on scheduling

**Work Days:** Monday to Friday with some flexibility

**Hourly Rate:** TBD based on experience

**Benefits:** Vacation pay, sick days and health & dental benefits available after 3 months of work, paid professional development workshops, fitness/lifestyle benefit, etc.

## **Key duties and responsibilities:**

- Ensure Lil' Dancing Owls' philosophy, policies and procedures are observed at all time
- Plan & implement classroom activities when other teachers are on holidays
- Provide support to other teachers as needed
- Develop positive relationships and open communication with children, family members, and other staff members.
- Share with other team members the tasks of maintaining the centre's cleanliness & orderliness

## **Qualifications / Requirements:**

- Early Childhood Education Certification or Early Childhood Education Assistant Certification with License to practice
- Current first aid certificate
- Knowledge of Community Care Licensing regulations
- Must be physically and mentally able to work and care for children in a child care environment
- Ability to provide care and supervision for a maximum of 8 children at a time
- Clear Criminal record check
- Successful References check – 3 reference letters required
- Excellent communication and interpersonal skills
- Self-motivated and enthusiastic
- Work well in a team environment as well as individually

## **Please send resume to:**

Name: Paulyn Chua-Manager

Email: [paulyn@dancingowls.ca](mailto:paulyn@dancingowls.ca)