

Category: Early Childhood Educator
Position: Pre-K Teacher
Date Posted: 7/17/19
Location: Heritage Christian Early Learning Center Kelowna
Start Date: 8-26-19
Organization: Heritage Christian School
Contact Name: Tonya Kutchma
Contact Phone:
Contact Email: earlylearning@heritagechristian.ca
Salary: To be determined upon experience
Hours of Work: part time 20-33 hours per week
Job Description:

Heritage Christian Early Learning Center is a fully licensed daycare. As a ministry of Kelowna Christian Center we provide full time day care to children ages 3 -5 years old open to families from all churches and backgrounds.

It is our center's goal to provide opportunities that will promote and enrich the healthy development of your whole preschooler: spiritual, social, emotional, creative, intellectual and physical. We plan fun, interactive activities that meet the wants, needs and interests of each preschooler individually and the class as a whole.

We have a **part time (20 – 33 hours per week)** opening for a **Pre K Teacher** with a start date of August 26th. The primary role of this position is to provide quality Christian care and programming to our 8 full-time daycare children ages 3-5.

As the Pre K Teacher, your duties and responsibilities will include:

1. *To create program planning individually and within the Daycare team that covers all areas of development in young children socially, physically, intellectually, cognitively, and emotionally and to implement developmentally appropriate activities that meets the needs and interests of the group and each child individually following the philosophy of meeting the needs of the “whole child.”*
 - Ensure a “Christian” program that follows the scope and sequence outlined by the Daycare Manager and Head of School and integrates a Christian approach to every area of learning.
 - Provide a daily balance of active/quiet, indoor/outdoor, and individual/group activities.
 - Assist children in expressing themselves by listening and responding with questions or comments that extend conversation.
 - Use a variety of teaching techniques including modeling, observing, questioning, demonstrating, and reinforcing.
 - Encourage and assist children to practice self-help.
 - Encourage experiences that demonstrate a Biblical worldview and that foster an understanding of diversity.
 - Encourage activities that encourage problem solving.
2. *Ensure guidance of children that encourages a good self-concept.*
 - Follow the discipline policy as outlined in the parent handbook.
3. *Ensure the child’s environment is healthy and safe.*
 - Report all accidents, injuries, and illnesses to the manager or designate and record such incidents or serious occurrences in the staff daily communication book.
 - Monitor the environment for hazards.

- Keep informed regarding children's allergies and other special conditions.
- Establish routines/practices that attend to children's physical needs.

4. *Contribute to the ongoing operation of the center.*

- Follow licensing requirements.
- Share information about the child and family appropriately while respecting each family's right to confidentiality.
- Maintain punctuality.

5. *Professionalism*

- Present and encourage Christian attitude and conduct.

If you have the following qualifications and skills:

- Early Childhood Education Certificate.
- First Aid Certificate.
- Criminal Record Check clearance.

What we offer:

- 20 - 33 hours per week (depending on enrollment)
- Competitive wage
- 3 weeks annual vacation
- Benefits of:
 - Life Insurance & Dependent Life Insurance
 - Long Term Disability
 - Extended Health and Benefits
 - Health Spending Account
 - Employee and Family Support Program
 - RRSP Match program

Qualifications/Requirements: Early Childhood Education, Cleared Criminal Record Check, First Aid

How to Apply: Please apply online with your cover letter and resume by copying and pasting the following link into your browser <https://forms.kccnet.ca/view.php?id=76550>

Closing Date: Until filled