



EMPLOYMENT OPPORTUNITY

WHITECAP EARLY LEARNING CENTRE

EDUCATORS

POSITION SUMMARY

Whitecap Dakota First Nation is seeking early childhood educators to plan and implement play based and culturally appropriate programming that supports children's physical, emotional, mental and spiritual development.

Operations and Standards

- Understand and follow regulations, policies and procedures, and safety rules/practices;
- Understand and model positive health and hygiene practices for self and others;
- Ensure confidentiality is maintained to protect the personal information of children and their families; and
- Understand and follow documentation procedures for all reporting requirements.

Program and Learning Environment

- Develop programming approaches and practices that are consistent with the community philosophy and support the learning of children based on developmental stages and required supports;
- Create, document and implement developmentally appropriate program plans and inclusive learning environments;
- With the assistance of the ELC Manager, evaluate and revise children's programming and program plans as required;
- Observe, assess and document children's development and learning; and
- Encourage and enhance children's development in language, literacy, social and communication skills.

Communication and Relationships

- Develop and maintain positive relationships and regular communication with parents and families;
- Form appropriate and supportive working relationships with parents and families;
- Create collegial, professional relationships with co-workers; and
- Engage in supportive partnerships with other professionals.

SKILLS AND QUALIFICATIONS

- Must be a Registered Early Childhood Educator Level I, Level II or Level III.
- Successful completion of a post-secondary education in Early Childhood Studies or related field is an asset.
- Demonstrated capacity and commitment to engage and communicate with families, children, and other internal or external partners.
- Ability to work independently and as part of a team.
- Strong verbal and written communication, interpersonal and relationship management skills.
- Strong organizational and time management skills to prioritize and multitask.
- Demonstrated flexibility and adaptability.
- Must be flexible to work beyond regular working hours, including evenings and/or weekends as required.
- Valid Saskatchewan Class 5 Driver's License and reliable vehicle.
- Standard First Aid/CPR Certificates.

The successful candidate shall be subject to a Criminal Record Check with Vulnerable Search as a condition of employment.

EMPLOYMENT TYPE: Full-Time and Part-Time.

SALARY AND BENEFITS:

- ✓ Competitive salary based on qualifications and experience.
- ✓ Comprehensive health benefits and pension plan.
- ✓ Eligibility for a 50% subsidy off regular rates at the Early Learning Centre in Whitecap.

APPLICATION PROCESS:

Submit cover letter and resume by email to: employment@whitecapdakota.com. You will receive an automatic reply acknowledging receipt of your application.

APPLY BY: March 15, 2020

WDFN encourages all applicants to come forward and submit an employment application. Priority will be given to qualified Whitecap employees. We wish to thank all applicants for their interest. Only candidates selected for interviews will be contacted.

