



Job Posting

Title: Registered Early Childhood Educator
Reports to: Child Care Manager
Term: 12 months per year
Hours: 40 hours per week, some flexibility required
Closing Date: **OPEN UNTIL FILLED**

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Niwasa Kendaaswin Teg provides wholistic programs and service for Indigenous children, youth, families and community that are rooted in culture and language. Our vision is to provide high quality programming that fosters identity formation and creates a sense of belonging.

Under the direction of the Child Care Manager and Executive Director, ECE's is responsible for engaging children in early learning activities in a licensed childcare setting. ECE's will work directly with children and parents, maintaining a daily log of each child, and performing other related duties as required. Must be a registered early childhood educator in good standing.

Duties and Responsibilities

- Engaging children and families in early learning and cultural activities.
- Support the inclusion of all children in the early learning environment.
- Creating pedagogical documentation
- Delivery of daily programs and care of children with individual needs.
- Informs the Child Care Manager of any necessary upkeep, repairs, maintenance, and replacement of equipment and supplies to ensure safety and security standards are maintained.
- Follows all policies and procedures of Niwasa Kendaaswin Teg and any relevant and related legislation.
- Monthly completion and submission of all reports as required.
- Participate in monthly staff meeting.
- Will submit timesheets bi-weekly to the Bookkeeper.
- Will be required to work various shifts, evening and weekend hours year round
- Other duties as required or assigned by the Executive Director, Child Care Manager or delegate.

Specific Job Competencies

- Practical knowledge of *How Does Learning Happen? Ontario's Pedagogy for the Early Years*.
- Communication; able to effectively communicate both verbally and in writing.
- Demonstrated ability to manage key relationships.
- Able to identify key issues; creatively and strategically overcome internal and external challenges or obstacles.
- Genuinely committed to helping children learn.
- Must possess a thorough knowledge and understanding of historical trauma and intergenerational trauma of Indigenous peoples.
- Experience in a community setting working with Indigenous children, youth and families would be an asset

- A clear and solid understanding of the issues faced by the urban Indigenous community.
- Must maintain a high level of self-awareness and wellness and participate in regular self-care.
- High level of ethics, integrity, confidentiality and accountability.
- Sound analytical thinking, planning, prioritization, and execution skills.
- A well-defined sense of diplomacy, including solid negotiation, conflict resolution, and people management skills.
- Able to use a wide range of administrative software including MS Office (Word, Excel, Powerpoint).
- Ability to perform lifting, transferring, and toileting procedures required.
- Experience utilizing assistive technology, computer software: such as: SMART Technology, Boardmaker, Intellitools, Kurzweil and augmentative communication devices.
- Experience utilizing specialized equipment; such as: walkers and standing frames.
- Knowledge of the importance of Indigenous Language and Culture Traditions

Working Conditions

- Will work primarily in a classroom/indoor setting but must be able to participate in outdoor settings often (field trips, outdoor play, etc.)
- May be exposed to infectious waste, diseases, conditions, etc.,
- Interacts with children, family members, staff, visitors and government agencies.
- Ability to attend and conduct presentations.
- Manual dexterity required to use desktop computer and peripherals.
- Local travel regularly required
- Extended travel may be required.
- Overtime as required.

Qualifications

- Registered ECE in good standing
- Early Childhood Education diploma from a recognized college or university.
- 3 years' experience working in an early years environment supporting inclusion and children with individualized needs.
- Must have a clear Vulnerable Sector Screen.
- Must have a valid First Aid/CPR certification
- Must have all required medical vaccinations
- Knowledge of Ontario Early Years Policy Framework
- Food Handler's Certificate
- Valid Driver's License and clear driver's abstract
- Ability to lift, push, and pull heavy items over 50 lbs.

Niwasa Kendaaswin Teg offers competitive salary packages, an incredible work environment, and career advancement opportunities.

Qualified applicants are invited to apply by submitting a resume and cover letter to:

Niwasa Kendaaswin Teg
1869 Main Street East
Hamilton, ON L8H 1G2
Fax: 905-549-7337
office@niwasa.ca

We thank all who apply, however only qualified selected candidates will be contacted.