



Snuneymuxw

First Nation

www.snuneymuxw.ca

JOB POSTING

Infant Toddler Early Childhood Educator

JOB OVERVIEW

Under the direction of the Daycare Managers, the Early Childhood Educator with Infant Toddler and Special Needs Certifications (ECE - IT/SN) will be working at the Snuneymuxw First Nation Daycare in the infant toddler program. In this position, you will provide care and education for the infants/toddlers/children and will facilitate a safe and developmentally appropriate environment for them in accordance with federal and provincial guidelines. This is a full-time permanent position.

Snuneymuxw Standards

Our values will guide us towards becoming a stronger, more effective organization with a positive and mutually beneficial work environment for everyone.

Achievement	Deliver what matters Ensure clarity of direction and unity of purpose Inspire excellence and strive for outstanding results
Collaboration	Work together to build successful teams and partnerships Be open, inclusive and share knowledge Seek, provide, and act on feedback
Community Commitment	Know our community and put them first Listen to and understand community needs Be responsive, close the loop and deliver on promises
Integrity	Own your actions, successes, and mistakes Act with transparency, honesty, and respect Do what you say you will do
Innovation	Look for ways to improve and create positive change Think broadly and take a wider viewpoint Be responsive to new ideas and opportunities



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JOB RESPONSIBILITIES

Supports the Daycare Managers, and the Health Department in all duties related to the early childhood education of infant, toddler, and special needs children.

This includes but is not limited to:

- Set up for and engage infants/toddlers/children in planned activities that meet the physical, emotional, intellectual, and social needs of the children in the program.
- Identify any behavioral or cognitive difficulties that infants/toddlers/children may present in order to apply the necessary corrections or special teaching methods.
- Maintain a safe and secure environment to enable infants/toddlers/children to express themselves and to build on their self-esteem.
- Provide guidance in infants/toddlers/children's behavior, encourage positive self-concept, and set reasonable behavior expectations.
- Ensure the basic needs of the infants/toddlers/children are met throughout the day including feeding of children, clean up after meals, nap times, diapering/toileting, sharing of circle times, art activities and outside play time, concurrently with the rest of the ECE staff.
- Act as a role model by developing positive routines and using respectful communication.
- Work with other staff in the Daycare and/or infant toddler program to create an atmosphere of caring, growth, learning, stimulation, creativity, and respect.
- Participate in long- and short-term planning for the Daycare.
- Provide support to the Senior ECE when planning the weekly and monthly schedules of activities when needed.
- Perform other related duties as assigned by the Daycare Managers.

JOB REQUIREMENTS

Education:

- Early Childhood Educator Diploma and License to Practice.
- Infant Toddler and Special Needs Educator Certificate and License to Practice.
- Special Needs Educator Certificate and License to Practice.
- Valid First Aid Certificate that includes Child Safe & Infant CPR Certification.

Experience:

- A minimum of one year of experience working in a childcare setting is an asset.



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Working Conditions:

- Physical demands include the ability to lift and carry children, lift/carry equipment, sitting on the floor or child sized furniture.
- Take precautions to ensure the health and safety of children, parents, staff, and themselves.
- The working environment may be noisy and busy.
- Must ensure that the children are always supervised, and that children are involved in safe and appropriate activities.
- Must be prepared to always respond to emergencies.

Knowledge, Skills, and Abilities:

- Ability to provide safe and appropriate activities for children.
- Knowledge of relevant legislation, policies, and procedures.
- Demonstrated ability to develop, implement and evaluate child programs.
- Excellent verbal and written communication skills.
- Demonstrated ability to work well within a team.
- Ability to manage multiple competing priorities in a busy work environment.
- Excellent problem solving and decision-making skills.
- Ability to build self-esteem in children.
- Ability to be both compassionate and understanding as well as consistent and fair.
- Ability to work in a manner that is culturally sensitive.
- Ability to relate well to children, staff, and parents.

Willingness Statements:

- Must be able to obtain and maintain a Criminal Records Check
- Subject to satisfactory reference checks.
- Must be able to maintain strict confidentiality in performing duties and demonstrate personal attributes of strong morals, ethics, integrity, respect, trust, honesty, compassion, and accountability.
- Agree to adhere to the Snuneymuxw Policy & Procedures including the Code of Conduct Declaration, Confidentiality Agreement, and Employee Code of Ethics and Personal Conduct.
- Must conduct themselves in a friendly, courteous, and professional manner.
- Must show a positive and helpful attitude and demonstrate to be trustworthy, dependable, and punctual in all workplace activities.
- Must be available for a variety of shifts between the hours of 7:30AM to 5:00PM (subject to change).



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Please email your current resume and cover letter to:

HR@snuneymuxw.ca

Application Deadline: June 16, 2023