



Employment Opportunity

Position: Early Childhood Educator – Team Lead Pedagogical Narration (Preschool)	Position Number: 2019-31
Department: Child, Youth & Family Services Program: Teen Education and Motherhood Work Site: 1649 M. Newton Cross Rd.	Days/Hours of Work: Monday – Friday, 8am-4:30pm, 40 hours per week
Salary: \$19 per hour, plus benefit package	Posting Period: Until Filled
Start Date: As soon as possible	Status: Regular, Full-Time Union: Exempt

JOB SUMMARY:

We are an award-winning and Accredited not-for-profit that helps people and improves lives through a range of programs and services, including providing extensive Child, Youth, Family and Counselling Services. We offer a competitive salary, comprehensive benefits package and a rewarding, stimulating work environment.

The Beacon Community Services Teen Education and Motherhood (TEAM) program is offered in partnership with School District 63. These programs provide quality child care for young parents who are attending school and to community families. The Early Childhood Educator has an integral role in providing these services.

DUTIES AND RESPONSIBILITIES:

- Provide quality child care and programming to children enrolled in the program.
- Follow guidance received from the Manager of Teen Education and Motherhood Programs, as well as the Director of Children’s Programs and Counselling Services.
- Support staff involved in the program and ensures the day to day functions are attended to while adhering to licensing requirements.
- Support all families and young parents in the program.
- Maintain the safety and well-being of all children in the program.
- Advocate for all involved in the program, including children, parents and staff.
- Provide a safe, accepting environment while offering support, information and role modeling to parents in the YPP.
- Adhere to Licensing requirements.
- Adhere to school Legislation.

- Work with staff to plan, coordinate, implement and evaluate a full range of socially and developmentally appropriate activities for infants and toddlers.
- Maintain administrative requirements of the preschool room in a timely fashion.
- Provide parents with current updates about the program and their children's progress/development (both visually and verbally).
- Assist preschoolers in a manner that keeps them successful.
- Provide parents with current information on community resources and programs.
- Keep open communication with affiliated early years programs.
- Ensure all equipment is in safe, working order and attend to or arrange any repairs.
- Foster open communication between families and center. Address any concerns of parents and connect with Manager of TEAM Programs and/or Director of Children's Programs and Counselling Services when needed.

QUALIFICATIONS/REQUIREMENTS:

- A valid assistant, ECE, SNE or ITE, BC license to practice
- Valid First Aid certificate, as outlined by Child Care Regulations (to be renewed upon expiry)
- Valid Food Safe certificate (to be renewed every 3 years)
- Minimum of 40 professional development hours every 5 years; as outlined by license to practice standards
- WHMIS (to be renewed every 2 years)
- A clear Solicitor General and RCMP Criminal Record Check
- The successful applicant will provide a physician's note stating they are in appropriate physical and mental health to carry out the duties of the position
- Able to effectively use a computer and electronic devices
- Access to a computer and access to the internet

KNOWLEDGE/SKILLS:

- Previous experience working with children, families and working within child care settings
- Ability to communicate effectively both verbally and in writing
- An energetic, nurturing and sensitive attitude that encourages development
- Ability to work individually and as a member of a team
- Ability to maintain professional composure and attitude, even in high stress situations
- A demeanor that creates safe, trusting relationships with clients

WE LIVE SAFETY!

The safety of our clients, staff and volunteers is a priority of Beacon Community Services. We promote healthy and safe working conditions in all of our operations. We are committed to continuously improving safety and *it is essential to this position*. We further support safety through the active participation and co-operation of management, supervisors, workers and joint occupational health and safety committees.

APPLICATIONS:

All interested applicants can [Apply Now!](#) quoting the position vacancy number 2019-31. Please note only those applicants who are selected to continue in the recruitment process will be contacted.