

**EARLY CHILDHOOD EDUCATOR
SUMMER STUDENT
Job Posting**

Under the direction of the Director, the summer student position will ensure a safe, healthy and supportive learning environment for children of military families in accordance with the Department of Education and Early Childhood Development and the Early Learning and Child Care Act & Regulations.

This position will support the Centre with operational requirements including maintaining ECE ratio and meeting the requirements of the Early Learning and Child Care Act & Regulations. The position is a term from 27 May 2024 to 31 August 2023. 40 hours work week, shifts may vary from day to day.

Family Support

- Ensure confidentiality in working with families and clients of the Military Family Resource Centre
- Effective communication with the Director, Assistant Director and other ECE's regarding program, parent concerns and all matters pertaining to the children enrolled
- Daily communication with ECE's; keeping informed of all pertinent information regarding children

Program Delivery

- Provide classroom and ratio coverage for ECE leave
- Provide extra classroom support as identified by the Director/Assistant Director, i.e. Field trips
- Provide a safe, nurturing and stimulating learning environment to enhance development in all areas, while providing for the health and social well-being of the children
- Work collaboratively with other ECE's, students and volunteers in a team environment
- Responsible for program and curriculum implementation in cooperation with other ECE's, in accordance with developmentally appropriate practice, which will allow children to make choices
- Responsible for the active supervision and interaction of children enrolled
- Use of appropriate positive behavior guidance techniques
- Establish and maintain effective communication with children, staff, parents, Inclusion Coordinator, Assistant Director, and the Director
- Responsible to maintain a clean and healthy classroom environment including toys and equipment as per Early Learning and Child Care Act & Regulations
- Responsible for implementation of the Centre's inclusion philosophy; working in cooperation with Inclusion Coordinator as required to support children
- Must have awareness of and be able to implement Centre policies and parent policies in accordance with the Early Learning and Child Care Act & Regulations
- Must adhere to all Centre and ECE policies in accordance with the Handbooks; and
- Willingness to work with children of all ages

Conditions of Employment

- Ability to work in fast paced, ever changing environment that is responsive to community needs
- Child Abuse Registry, Criminal Records Check & Vulnerable Sector Check
- First Aid & CPR Certification (Level C), Standard is preferred but not required.
- Knowledge of the unique challenges of the military family lifestyle is considered an asset; and
- Supports the H&R MFRC Professional Workplace Culture

Education & Experience

- **Must be a Nova Scotia Resident or reside in Nova Scotia for past 6 months**
- **Either a Grade 12 graduate and accepted into university/college in the fall; or a current university/college student returning or transferring to university/college**
- Experience working with children ages 3 months - 12 years in a licensed childcare facility
- Experience working with parents and as part of a team in a licensed childcare facility
- Excellent interpersonal and communication skills; and
- Bilingualism (English and French) is considered an asset

Term Employment: 27 May - 31 August 2024

Salary: \$15.20/hour plus 4% vacation pay.

Hours: 40 hour work week, shifts may vary.

Positions: 1 positions open

All interested please forward a detailed cover letter and resume (ensure your resume demonstrates your ability to fulfill the duties outlined in this job posting) by 26 April 2024 to:

Email: employment@halifaxmfr.ca