



Mayne Island Early Childhood Society

JOB POSTING – Early Childhood Educator (ECE), Early Childhood Educator Assistant (ECEA) and/or Responsible Adult (RA)

We are seeking an individual to join the Mayne Island Daycare manager and early childhood educator in planning and implementing a full range of age and developmentally appropriate activities for children ages 1-6. Responsibilities will vary depending on level of qualification. We are currently building a designated Family Place, which will be a multi-purpose building. The new space will host an expanded number of childcare spaces, including an infant/toddler program and an after-school program for school-aged kids, as well as the existing multi-age program currently housed at the Mayne Island School. Currently a part-time position, the hours of this position could be increased once experience with the program is gained, as well as when the Family Place is built.

Mayne Island is a small, vibrant island off the southwest coast of British Columbia with a population of approximately 1000 full time residents. It is full of natural beauty and easily accessible via Victoria and Vancouver by BC Ferries.

Title: Childcare Worker

Type of Child Care: Multi-Age Licensed Care

Reports to: Mayne Island Daycare Manager

Location: 535 Fernhill Road, Mayne Island, BC, V0N 2J2, within the Mayne Island School

Qualifications:

- ECE Licence, Early Childhood Educator Assistant Certificate (ECEA), Responsible Adult (RA) Course Completion, or willingness to obtain the RA and ECEA Certification once hired; funding assistance for courses may be available.
- Valid First Aid and CPR certification or willingness to obtain.
- Must be comfortable working in a daycare environment under COVID conditions.
- Satisfactory Criminal Record Check will be required upon hiring

Key Responsibilities:

- Assist in planning and implementing a full range of age and developmentally appropriate activities that are inclusive and stimulating for all children (includes fine and gross motor activities, free and imaginative play, and family circle time)

- Create and maintain a welcoming, emotionally safe, respectful and inclusive environment
- Assist in carrying out routines/curriculum of the program
- Ensure safety and overall well-being of all children in care
- Model positive adult-child interactions that promote intellectual, social and emotional healthy development
- Establish positive relationships with families and their children
- Assist with cleaning and tidying duties and maintaining appropriate health and safety standards in the playroom
- Work with staff team to maintain appropriate supplies and resources for the playroom
- Participate in staff and team meetings and staff training sessions as required
- Fulfill other duties as required

In addition to the qualifications stated above, the successful applicant must:

- Be able to demonstrate excellent verbal and written communication and organizational skills
- Agree to signing a Confidentiality Agreement
- Be able to meet the physical requirements of this position (ex. lifting children, toys, boxes, etc.)

Employment Terms:

Position Start Date: As soon as possible

Hours of Work: 12 hours per week to start, with opportunity for increased hours. This position will have a 6-month probation, with a 3- and 6-month review. On going yearly reviews will also be performed.

Wage: Dependant on experience, ECEA wage \$17/hr, ECE \$20/hr. Wage top ups may apply to ECE position(s) as well as full medical and dental benefits once probationary period completed.

Application Closing Date: Please submit your application as soon as possible. The competition will remain open until a suitable candidate is found.

Email resume and cover letter to maynedaycare@gmail.com. Thank you to all that apply; only candidates chosen for interview will be contacted.

For further information on the Daycare and Family Place, please see our website (<http://www.miearlychildhood.ca/>). If you have questions please contact the above email.