



EARLYON PROGRAM EARLY CHILDHOOD EDUCATOR

Job Title: Early Childhood Educator

Position Type: on call/ occasional replacement

Salary: \$27.00 hour

Job Area: Nepean

SCOPE OF POSITION:

The successful candidate will work with the NROCRC Community Development team to deliver culturally and developmentally inclusive program activities for children 0-6 years and ensure that the play sessions maintain the highest standards set by Nepean Rideau Osgoode Community Resource Centre (NROCRC) and the Ontario Early Years Child and Family Centre (Early ON) guidelines.

The successful candidate must commit to work within Nepean Rideau Osgoode Community Resource Centre's model of Community Development.

JOB SPECIFIC RESPONSIBILITIES:

- Plan and deliver learning and engagement activities for families and children
- Maintain a clean, safe and stimulating playgroup environment for young children including set up and preparation of in-person activities
- Create and deliver on-line learning materials, including recording videos of activities for children and take part in online programming activities (if needed)
- Work with our Community Development team to promote for the EarlyON program in the designated neighbourhoods
- Ensure the children are supervised at all times
- Perform other related duties as assigned

COMMON RESPONSIBILITIES:

- Work in a manner that preserves confidentiality
- Work in a way that promotes collaborative and interdisciplinary teamwork
- Respect and value the diversity of communities and individuals
- Follow the centre's procedures for maintaining healthy and safe environment for children and their families

QUALIFICATIONS:

- Early Childhood Education diploma from a recognized College is required
- Knowledge of child and family development
- Minimum current certificate in Infant/Child Emergency First Aid/CPR
- Experience working in a child/adult orientated environment preferred
- Knowledge about creating interactive online learning materials and program related promotional materials
- Willingness to learn new online tools like Zoom to support delivering virtual sessions as needed
- Demonstrated ability to work effectively in a multi-disciplinary team environment
- Excellent communication and interpersonal skills with adults and children, sensitivity to people of different cultural and socio-economic backgrounds
- Fluent written and verbal skills in English
- Satisfactory Vulnerable Sector Police Check upon hire is necessary

Please submit your cover letter and resume by Monday, January 23, 2023 @ 4:30 pm

Reply to Janet Donovan, Operations Manager

By email: jdonovan@nrocrc.org

We would like to thank all candidates for applying; however only those selected for an interview will be contacted directly.

Due to the high volumes of interested applicants, we will not be able to receive phone calls asking for more information on available positions.

NROCRC is an equal opportunity employer committed to building a diverse work team representative of the community we serve.

NROCRC welcomes applications from people with disabilities.

Accommodations are available on request for candidates taking part in all aspects of the selection process.