



GAAGAGEKIIZHIGOOK
GANAWENIMAAWASOWIN
WIIGIWAAM



DAYCARE:
1450 Valley Drive
Kenora, ON P9N 3Y4
Phone: (807) 548-5855
Fax: (807) 548-6369

CENTRAL OFFICE:
Washagamis Bay 38A
P.O. Box 1200
Kenora, ON P9N 3X7
Phone: (807) 468-5551
Fax: (807) 468-3908

Employment Opportunity **Early Childhood Educators/Daycare Staff** **Temporary- Maternity Leave**

We are recruiting for one (1) temporary staff member to work in toddler and/or pre-school rooms at the Kiizhik Anishinaabe Child Care Centre at our Gaagagekiizhik School property. They will assist with daily programming and program development under the guidance and leadership of the Child Care Supervisor.

SUMMARY:

Daycare staff are responsible to provide a clean, caring, safe and educational program for young children in a group setting.

DUTIES:

- Provide a daily balance of active/quiet, indoor/outdoor and individual/group activities; set up daily routines
- Plan and carry out experiences that incorporate, and promote children's understanding of, the Anishinaabe language and culture
- Organize space, equipment and materials prior to activities and monitor the indoor and outdoor environment for hazards
- Use observations to expand play and plan activities that recognize individual differences, remain flexible with programming activities
- Attend to children's physical needs for diapering, toileting, eating and sleeping with respect and as promptly as possible
- Assist children in maintaining correct hygiene procedures such as washing hands and face; assist and instruct children in mastering basic self-sufficiency skills such as dressing and personal hygiene
- Follow procedures for maintaining health records, hygienic routines, universal precautions and administering medication and first aid
- Attend to children's mental health by demonstrating compassion and understanding; assist children in recognizing, expressing and labeling emotions
- Set reasonable behaviour expectations following established behaviour guidance policy
- Provide positive guidelines such as re-directing, positive language and reinforcement
- Intervene in child conflicts and power struggles and without bias assist them to settle disputes
- Recognize and build on emergent and early literacy and numerical activities
- Report all incidents, injuries and illnesses to the Program Supervisor or designate
- Communicate as needed with family members at drop-off and pick-up times
- Participate in short and long term planning and the annual program review
- Follow licensing and other regulatory requirements
- Maintain confidentiality of all information related to the children, families and staff.
- Other duties as assigned



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QUALIFICATIONS:

- Two year Early Childhood Education Diploma or a provincially recognized equivalent and membership in good standing with the College of Early Childhood Educators is preferred
- High School Diploma and minimum one (1) year previous experience in a child care setting may be considered
- Knowledge of the Child Care & Early Years Act and the ability to meet the specifications of the Act
- Current First Aid and infant C.P.R.
- Criminal reference check including vulnerable sector
- Current TB skin test

ASSETS:

- Understanding of the Anishinaabe language and culture

REQUIREMENTS: Must have the ability to carry/lift children and carry/lift/move moderately heavy items. Ability to stand for extended periods of time; to work at the height of the children. Willingness to work in conditions involving exposure to bodily fluids, infectious diseases, frequent high noise levels and inclement weather.

SALARY: commensurate with experience and education.

Applicants must submit a cover letter, resume and three professional references. The application must be submitted by **Friday, September 18, 2020 at 4:00 p.m. CST.**

Please submit applications via e-mail, mail (marked confidential), in person, or fax to:

**Bimose Tribal Council
Attention: Sheri Ricklefs
Human Resource Manager
598 Lakeview Drive
Kenora, ON, P9N 3P7**

Telephone: (807) 468-5551 – Fax: (807) 468-3908 – email: sricklefs@bimose.ca

Late applications will not be considered
Only those applications selected for an interview will be contacted.