



## Job Posting

**Title:** Registered Early Childhood Educators (RECE)  
**Reports to:** Child Care Leadership Team  
**Term:** **Parental Leave Contract to November 1, 2021**  
40 hours per week (flexibility required)  
**Hours:** Various based on program need  
**Deadline:** **OPEN UNTIL FILLED**

Niwasa Kendaaswin Teg provides wholistic programs and service for Indigenous children, youth, families and community that are rooted in culture and language. Our vision is to provide high quality programming that fosters identity formation and creates a sense of belonging.

Under the direction of the Child Care Manager the RECEs are responsible for engaging children in early learning activities in a licensed childcare setting.

### **Duties and Responsibilities**

- Responsible for the constant supervision, safety and well-being of the children
- Engaging children and families in early learning and cultural activities.
- Support the inclusion of all children in the early learning environment.
- Creating pedagogical documentation
- Recognizes and responds to the needs of each child by using developmentally appropriate teaching and child behaviour management techniques
- Shares in the responsibility for planning, preparing and implementing stimulating, age-appropriate activities that encourage children's creativity and learning and promote each child's social, emotional, cognitive and physical development
- Establishes and maintains regular communication with parents
- Ensures the program operates at all times in compliance with all child care licensing standards
- Must know and implement: program routines and practices; Ontario Child Care and Early Years Act (CCEYA) regulations; the City of Hamilton Public Health Department guidelines.
- Shares responsibility for maintaining the play environments and storage areas in an organized and clutter-free condition
- Participates in regular fire drills and other emergency procedures
- Participates in ongoing professional development and attends/maintains all mandatory training
- Participates in the supervision, training and mentoring of students and supply teachers
- Assists the Centre Director in maintaining a safe and healthy work environment by promptly reporting any existing and/or potential workplace hazards
- Performs other duties as may be assigned from time to time by the Centre Director or her/his designate
- Informs the Child Care Manager of any necessary upkeep, repairs, maintenance, and replacement of equipment and supplies to ensure safety and security standards are maintained.

- Follows all policies and procedures of Niwasa Kendaaswin Teg and any relevant and related legislation.
- Monthly completion and submission of all reports as required.
- Participate in monthly staff meeting.
- Will submit timesheets bi-weekly to the Bookkeeper.
- Other duties as required or assigned by the Executive Director, or delegate.

### **Specific Job Competencies**

- Practical knowledge of *How Does Learning Happen? Ontario's Pedagogy for the Early Years*.
- Knowledge of the importance of Indigenous Language and Culture Traditions
- Must possess a thorough knowledge and understanding of historical trauma and intergenerational trauma of Indigenous peoples.
- Able to identify key issues; creatively and strategically overcome internal and external challenges or obstacles.
- Genuinely committed to helping children learn.
- Able to use a wide range of administrative software including MS Office (Word, Excel, Outlook).
- Ability to perform lifting, transferring, and toileting procedures required.
- Experience utilizing specialized equipment; such as: walkers and standing frames.

### **Qualifications**

- Early Childhood Education diploma from a recognized college or university.
- Registered member of the College of Early Childhood Educators of Ontario.
- Previous experience working in an early years environment supporting inclusion and children with individualized needs is an asset but not required.
- Must have a clear Vulnerable Sector Screen
- Must have a valid First Aid/CPR certification
- Must have all required medical vaccinations
- Knowledge of Early Years Best Practices
- Ability to lift, push, and pull heavy items over 50 lbs.

**Please apply please send your resume and cover letter to:**

Niwasa Kendaaswin Teg  
785 Britannia Avenue  
Hamilton, ON L8H 2B6  
office@niwasa.ca

*We thank all who apply, however only qualified selected candidates will be contacted*

Persons with disabilities who need accommodation in the application process, or those needing job postings in another format, please e-mail a request to operations@niwasa.ca or 905-549-4884, ext. 230.