



MEMORANDUM

JOB POSTING FOR CASUAL/ON-CALL EARLY CHILDHOOD EDUCATORS

About Catundra:

Established in 1984, as a unionized, non-profit, licensed child care centre, we believe “Each child is unique and has individual strengths and needs”. The environment at Catundra encourages individuality and assists the children in gaining skills in decision-making, independence, co-operation, communication and imagination through play-based learning. The educators at Catundra work together to fulfill the “Rights” of each child. We are an inclusive day care centre and we believe all families should be entitled to make the same child care choices within the community.

POSITION: Casual/On-Call Preschool Early Childhood Educator

JOB QUALIFICATIONS:

- Early Childhood Education (ECE) Diploma or equivalent **and** registered with the College of Early Childhood Educators (first preference); Developmental Services Worker (DSW) and Social Service Worker (SSW) with early years child related experience may be considered.
- Up to date Standard First Aid training and CPR (including Infant/Child).
- Clear Criminal Reference Check including Vulnerable Screening through the Belleville Police Services or the O.P.P.
- Up to date immunization as required by the Medical Officer of Health.

JOB SKILLS:

- Experience working with infants, toddlers and preschool aged children an asset.
- Ability to work as part of a team
- Experience with How Does Learning Happen an asset
- Working knowledge of child development principles
- Effective communication both verbally and written

RESPONSIBILITIES:

- Ensure compliance with provincial licensing and health requirements, standards and guidelines.
- Assist in implementing program activities using play-based learning, for specific age groups and individual children.
- Perform general and routine cleaning duties, including Covid guidelines
- Maintain effective supervision while actively engaging in children’s learning and play
- Provide positive child guidance and support children in developing self-regulation and problem-solving strategies.
- Develop open/honest professional relationships with families; communicating daily and positively regarding children’s skills, development, behaviours and interests.

SHIFT: shifts ranging from 3-8 hours in length; hours scheduled based on centre staffing needs

WAGE: \$15.70 hourly *plus 2.00/hr provincial wage enhancement

START DATE: ASAP; posting will remain open until suitable candidates are hired (2-3 positions)

Please submit cover letter and resume to Lucinda Humphries, Executive Director via email catday@lks.net, by mail or in person at 350 Dundas St. W, Belleville, ON, K8P 1B2.