

# POSTING

## EARLY CHILDHOOD EDUCATOR

Temporary Full-time (35 hours per week) until January 31, 2017  
Monday to Friday 8 am to 3 pm except during Christmas Break

### Growing Together Daycare

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Growing Together is an infant toddler childcare program attached to a young parent education program in Surrey. We offer licensed childcare and parenting support in collaboration with the Surrey School District.

#### KEY DUTIES AND RESPONSIBILITIES

- Attend to the children's physical, social, emotional and cognitive needs.
- Plan, carry out, and evaluate developmentally appropriate activities and experiences for the children.
- Help parents increase their knowledge of child development and parenting skills through role modeling and teachable moments.
- Provide a supportive and nurturing relationship with the parents and extended family of the child in your care.
- Complete daily observations, developmental checklists and written reports when required. Conduct parent/teacher interviews (minimum two times a year). Liaise with other professionals as necessary.
- Ensure a healthy and safe environment. Maintain health records and administers first aid and medication as required. Observe and remove potential hazards. Report all incidents of suspected child abuse to the supervisory position and follow organization's procedures and government legislation.

#### QUALIFICATIONS

##### Education, Training, and Experience

- An Early Childhood Education certificate with Infant/Toddler certification.
- Current Level I First Aid certificate.
- Experience working with adolescents.

**Job Skills and Abilities:**

- Demonstrated effectiveness as part of a staff team.
- Demonstrated proficiency in written, oral and interpersonal communication skills.
- Demonstrated ability to develop program related reference and resource materials.
- Commitment to a problem solving approach.
- Ability to work independently, set priorities, manage multiple tasks and meet deadlines.
- Ability to identify sensitive issues and maintain confidentiality.
- Must be sensitive to and respectful of cultural and lifestyle diversity
- Basic computer literacy

\* An eligibility list will be maintained for up to 6 months

**CLOSING DATE:** **November 16, 2016**

**PLEASE APPLY TO:** Nichole Osborne, Program Manager  
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