



July 19th, 2017

Internal/External Job Posting - #CH14-17-01

PROGRAM MANAGER
DUKE STREET EARLY LEARNING AND CARE CENTRE
PERMANENT FULL TIME POSITION

Collingwood Neighbourhood House – our mandate...

To promote the well being of the Collingwood community by providing leadership and working collaboratively with individuals, families, agencies and other groups to develop and support inclusive, innovative, sustainable initiatives and services that respond to the community's social, educational, economic, health, cultural and recreational needs.

The successful candidate will be able to:

- Apply contemporary early childhood practices in the development of a quality Reggio Emilia focused program within a team environment
- Be familiar with the expectations and requirements of Community Care Licensing
- Support each child's holistic development using the BC Early Learning Framework
- Demonstrate understanding of and respect for the competency of young children
- Be aware of and work within the ECEBC Code of Ethics
- Participate in ongoing professional development

Qualifications

- Early Childhood Educator License to Practice required with at least 3 years experience in a supervisory position
- Experience working in a Licensed Childcare Program
- Current First Aid certificate required
- Strong program planning, organizational, leadership and communication skills required
- Ability to work within a multicultural/intercultural environment
- Ability to work flexible hours
- Preference is given to candidates who are members of the Early Childhood Educators of BC (ECEBC)

Wages and Benefits

Salary : \$22.01-\$23.70 per hour

Schedule : 35 hours per week

Expected Start Date : September 2017

This position is covered by a Collective Agreement with CUPE Local 1936.

Application Process

As per Collingwood Neighbourhood House's Human Resources Policies and Procedures, all factors being equal, first priority will be given to internal and local applicants.

SUBMIT RESUMES BY: August 6th, 2017

Please quote reference #CH14-17-01

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