

Early Childhood Educator

The Chester and Area Family Resource Centre is a grass-roots organization that began in cooperation with the Public Health Department in the summer of 1994. After being incorporated as a non-profit organization in 1995, the Centre was granted charitable status in 1998. The Chester and Area Family Resource Centre is located in the Village of Chester and has three locations offering part day and full day programs and services. Childcare programs cover children from six months to twelve years of age.

CAFRC is currently seeking a qualified individual to fill the position of **Early Childhood Educator**.

Scope and Summary:

This position is responsible for facilitating an enriched, safe environment for individual or groups of children enrolled in The Chester and Area Family Resource Centre programs. This includes developing, implementing and evaluating curriculum, taking into consideration the physical, social, emotional, and intellectual needs of the children.

Responsibilities include, but are not limited to:

- Develop and implement daily activities and programs for children
- Guide and assist children in the development of proper eating, dressing and toilet habits
- Supervise, observe, and evaluate children's actions and activities
- Discuss progress of children with parents and other staff members
- Submit written progress reports based on observations of children to Day Care Director
- Establish and maintain positive/nurturing rapport and relationships while guiding behaviors according to the Behavior Guidance Policy
- Attend meetings and workshops to develop and discuss new teaching methods
- Lead children in activities by telling or reading stories, teaching songs and games, preparing craft materials and providing opportunities for creative expression through the media of art, dramatic play, music and physical fitness
- Maintain childcare equipment and ensure good housekeeping practices
- Attend staff meetings

Technical/Professional Requirements:

- Early Childhood Education Diploma or Degree required
- Current Cardiopulmonary Resuscitation (CPR) Certificate and First Aid Certificate
- Current Criminal Record Check, Child Abuse Registry Check, and doctor's note indicating candidate is free from communicable diseases
- Knowledge of licensing regulations
- Excellent teaching skills and well developed interpersonal and human relation skills
- Excellent written and verbal communication skills
- Flexible and able to effectively handle multiple and rapidly changing tasks, including emergency situations
- Ability to establish and maintain effective work relationships
- Ability to deal creatively and effectively with problems, and take responsibility
- Ability to use different teaching methods
- Excellent organizational, leadership and problem solving skills
- Strong attention to detail
- Transportation a must

This is a permanent part-time position. Based on workload, the candidate should be flexible in accommodating a changing schedule and be prepared to work between all locations. Working hours will be dependant on schedule requirements, but will not be fewer than 30 hours per week.

Wage will commensurate with experience and education.

Interested individuals should forward their resume, including cover letter, in confidence to:

Chester and Area Family Resource Centre
188 Pig Loop Road
PO Box 99
Chester, NS
B0J 1J0

Fax: 902-275-2013

Email: info@chesterfamilycentre.ca
(When sending by email, please submit in MS Word format)

Deadline for applications is January 31, 2012.

We thank all applicants for their interest; however, only those selected for an interview will be contacted.