NIWASA
Kendaaswin Teg

Job Description

Title: **Registered Early Childhood Educator**
Position: **Existing vacancies**
Reports to: **Child Care Leadership Team**
Location: **Hamilton, ON**
Term: **Full Time, Permanent**
Hours: **40 hours per week, some flexibility required.**
Shift rotation in effect.
Pay Range: **$23 - $26 / hour (based on education and experience)**

Pursuant to Section 24 of the Ontario Human Rights Code (the Code), this position will give preference to applicants who identify as a member of an Indigenous community (First Nations, Métis and Inuit peoples). Candidates from this designated group are invited to self-identify in their cover letter, in a transparent manner, as part of the application process.

Niwasa Kendaaswin Teg provides holistic programs and service for Indigenous children, youth, families, and community that are rooted in culture and language. Our vision is Strong Cultural Identity and Healthy Families. Under the direction of the Early years Manager and Leadership Team, RECEs are responsible for engaging children in early learning activities in a licensed childcare setting.

RESPONSIBILITIES

- Responsible for the constant supervision, safety and well-being of the children
- Engage children and families in early learning and cultural activities.
- Support the inclusion of all children in the early learning environment.
- Responsible for continuous learning and practice in Indigenous pedagogy, observation and documentation to support children's learning.
- Ensure that the cultural and language teachings and knowledge transfer are happening throughout the day; routinely encourage and work with the educators to continue using the knowledge gained.
- Recognizes\ and responds\ to the needs of each child by using developmentally appropriate teaching and child behaviour management techniques.
- Share 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.
- Establish and maintain regular communication with parents.
- Ensure the program operates at all times in compliance with all childcare licensing standards.

- Know and implement program routines and practices; Ontario Child Care and Early Years Act (CCEYA) regulations; the City of Hamilton Public Health Department guidelines.
- Share responsibility for maintaining the play environments and storage areas in an organized and clutter-free condition.
- Participate in regular fire drills and other emergency procedures.
- Participate in ongoing professional development and attends/maintains all mandatory training and certification requirements.
- Participate in the supervision, training and mentoring of students and supply teachers.
- Assist the Leadership Team in maintaining a safe and healthy work environment by promptly reporting any existing and/or potential workplace hazards.
- Perform other duties as may be assigned from time to time.
- Inform the Early Years Manager of any necessary upkeep, repairs, maintenance, and replacement of equipment and supplies to ensure safety and security standards are maintained.
- Follow 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.
- Submit timecards for payroll purposes daily.
- Other duties as required or assigned by Early Years Manager, or delegate.
- All Niwasa employees are required to participate in a minimum one (1) Niwasa-sponsored community event per calendar year.

Specific Job Competencies

- Practical knowledge of *How Does Learning Happen? Ontario's Pedagogy for the Early Years.*
- Able to effectively communicate both verbally and in writing.
- Demonstrate effective management of key stakeholder relationships.
- Able to identify issues and creatively and strategically overcome internal and external challenges or barriers.
- Genuine commitment to helping children learn.
- Must possess a thorough knowledge and understanding of historical trauma and intergenerational trauma of Indigenous peoples.
- Experience in a community setting working with Indigenous children, youth and families would be an asset.
- A clear and solid understanding of the issues faced by the urban Indigenous community.
- Must maintain a high level of self-awareness and wellness and participate in regular self- care.

- Demonstrate a high level of ethics, integrity, confidentially and accountability.
- Sound analytical thinking, planning, prioritization, and execution skills.
- A well-defined sense of diplomacy, including solid negotiation, conflict resolution, and people management skills.
- Able to use a wide range of administrative software including MS Office (Word, Excel, Powerpoint).
- Ability to perform lifting, transferring, feeding and toileting procedures required.
- Awareness of and willingness to work with individualized needs children.
- Experience utilizing specialized equipment such as walkers and standing frames.
- Experience utilizing assistive technology, computer software: such as: SMART Technology, Boardmaker, Intellitools, Kurzwell and augmentative communication devices.
- Knowledge of the importance of Indigenous Language and Culture Traditions and a commitment to language preservation.

Working Conditions

- Will work primarily in an classroom/indoor setting but must be able to participate in outdoor settings often (field trips, outdoor play, etc.), recognizing land-based learning as an integral piece of child development.
- Interacts with children, family members, staff, visitors, and local organizations.
- May be exposed to infectious waste, bodily fluids, diseases, and other health conditions.
- Interacts with children, family members, staff, visitors and government agencies.
- Ability to attend and conduct presentations.
- Manual dexterity required to use desktop computer and peripherals.
- Some evening and weekend hours for fundraising events, community sponsored events such as open house, professional development and meetings.
- Travel may be required. Reliable transportation required.

Qualifications

- Registered Early Childhood Educator and ECE diploma from a recognized college or university is preferred.
- 3 years experience working in an early year’s environment supporting inclusion and children with individualized needs.
- Must have a clear Vulnerable Sector Screen.
- Must have a valid Infant First Aid/CPR Level C certification.
- Must have all required medical vaccinations.
- Knowledge of OEYC Best Practices.
- Food Handler's Certificate.
- Valid Driver's License and clear driver's abstract.

- Ability to lift, push, and pull heavy items over 50 lbs.

NOTE: Niwasa Kendaaswin Teg does not use AI technology for the purposes of qualifying applicants.