



GLEBE PARENTS' DAY CARE

Quality care is the right of every child.

**INTERNAL/EXTERNAL JOB POSTING
GPDC -- Hopewell Location
Extended Day Program
Posting Date: Friday November 18, 2022**

POSITION: Early Childhood Educator - Contract

START/TERM DATE: Monday December 5, 2022 – Friday June 3, 2023

EDUCATION:

E.C.E Diploma preferred or an equivalency certificate with eligibility for registration with the College of ECE is preferred. A combination of related education and experience will be considered.

JOB DESCRIPTION:

As an educator you will be responsible for the physical, emotional and intellectual well-being of kindergarten and school-age children. As part of a team, you will share in the coordinating and implementing of the extended day program, deal with parents and other staff in a cooperative manner, and function as a member of the daycare cooperative. Working with all ages from kindergarten to school-age may be required on an as needed basis during the regularly scheduled hours to meet licensing compliance. Full details of the job description are available in the program. We are a unionized centre, for more information please visit the CUPE 2204 website at <https://2204.cupe.ca>

QUALIFICATIONS:

- E.C.E preferred
- Registration with the College of ECE an asset
- WHMIS Certification
- Current standard first aid certification with CPR-C
- Current police reference check dated within past 6 months for working with the vulnerable sector
- Physician's note and proof of updated immunizations

SKILLS, EXPERIENCE and ASSETS:

- Strong interpersonal skills
- Strong communication and organizational skills
- Demonstrated creativity
- Knowledge and skills to perform all of the duties outlined in the job description
- Preschool experience an asset



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- Experience working in a cooperative work environment and working in a team of two or more
- Knowledge and understanding of CCEYA, How Does Learning Happen and ELECT

WORKING CONDITIONS:

- Must be able to work outside in all types of weather
- Must be able to lift weights up to 30 pounds and stand/sit for long periods of time
- Must be able to make decisions in emergency situations
- As part of a team, you will share in the management, coordinating and implementing of the extended day program to ensure it meets the requirement of various ministries, day care policies, and best practices

DAYS AND HOURS:

Monday to Friday 7:30-9:00AM and 2:30-6:00PM on instructional days

8 hour rotating shifts between 7:30-6:00PM on PD days, Winter Break, March Break and July and August

WAGES AND BENEFITS: \$23.93 per hour plus \$2 per hour wage enhancement (pending funding) plus benefits as per the Collective Agreement. Copy of the joint collective agreement can be found at <https://2204.cupe.ca/resources/collective-agreement/>.

CLOSING DATE: Thursday November 24, 2022 at 5:30 PM - No applications will be accepted after the closing date and time.

Please submit your cover letter and resume by e-mail to:

Marcey Nadeau, RECE

Hopewell Program Coordinator

E-mail: hopewell.supervisor.gpdc@gmail.com

We are an equal opportunity employer. Only applicants selected for an interview will be contacted.