



Connections Early Years Family Centre

Registered Early Childhood Educators

3 Contract Positions beginning September 16, 2019

Resumes can be emailed to info@connectwithus.ca

Connections Early Years Family Centre is a family-centred organization that provides integrated support, early identification and intervention services for families with children birth to 6 years of age. Our programs include an EarlyON Centre, the Talk 2 Me program, Infant Hearing program, Blind-Low Vision program and the Be Back Soon program. Your role as a Registered Early Childhood Educator is to provide early learning programs, play-based children's activities and information and support to families with children ages 0 – 6 years of age.

Accountability

You will report to the Executive Director in overall responsibilities and the EarlyON Program Manager for day to day operations.

Employment Requirements

- Hours: 35 hours per week – Evening hours may be necessary.
- A valid Ontario Driver's License and regular access to a dependable vehicle is required for travel between community sites and main office.
- A current Criminal Record Check (including Vulnerable Persons) must be provided.

Qualifications

- Registered with the College of Early Childhood Educators
- Experience working with families in an EarlyON or similar setting is an asset
- First Aid and Infant/Child CPR Certificates
- Second language an asset
- Excellent written and verbal communication skills

Responsibilities

- Implement the EarlyON and Be Back Soon programs as directed and scheduled.
- Maintain positive interactions with all families attending the Centre.
- Provide support to staff in all programs as required.
- Implement a variety of early learning children's programs with an emphasis on parent-child attachment, play-based learning and developmentally appropriate activities.
- Supervision of volunteers and support to student placements.
- Ensure that all family and play areas are safe, clean and free of hazards.
- Maintain the family and play areas in a warm, inviting manner ensuring the environment is stimulating and culturally appropriate for adults and children.
- Provide resources and information to families as required.
- Participate in all staff meetings and training sessions seeking professional development opportunities at all times in order to maintain a high level of knowledge in the area of Early Childhood Education and Family Support.
- Participate in fundraising, community awareness and volunteer appreciation activities.

- Promote integration with Talk 2 Me Program at all times ensuring that families experience seamless service provision.
- Maintain and increase knowledge and understanding of the issues relating to poverty reduction in our community.
- Adhere to all policies and procedures of Connections.
- Other duties as required by the EarlyON Manager and Executive Director.

Knowledge

The incumbent must demonstrate:

- philosophical commitment to the purpose and values as stated by the organization
- understanding of the principles of family support
- adherence to established standards of professional practice and personal conduct
- knowledge of current evidenced-informed and best practices in early learning

Skills

The incumbent must demonstrate the following skills:

- excellent interpersonal and conflict resolution skills as well as the ability to maintain effective working relationships with staff, staff of community agencies and community members
- ability to maintain strict confidentiality in performing their duties
- excellent teamwork skills and the ability to contribute to a positive, harassment-free workplace that respect diversity
- ability to work with diverse populations, multidisciplinary teams and community partnerships
- ability to work independently and to organize time and workload effectively in a complex environment

Personal Attributes

The incumbent must also demonstrate the following personal attributes:

- ability to exercise good judgment in recognizing scope of authority
- be honest and trustworthy
- be flexible
- demonstrate sound work ethics

Physical requirements

The Registered Early Childhood Educator will be required to be able to easily get on or off the floor and sit on child-size furniture. They must independently be able to move, lift and transport play equipment and materials between community sites.

Environmental Conditions

The Registered Early Childhood Educator's workspace is located in a shared office space and at community sites. The incumbent must meet and maintain communication with families and other early learning professionals on a regular basis.

Mental Demands

There are a number of deadlines associated with this position, which may cause stress. This position has minimal sustained direction in carrying out responsibilities and duties.