



# **KINEW CHILDCARE CENTRE**

P.O. Box 309, Kenora, Ontario P9N 3X4  
Phone 807-548-1367 Fax 807-548-1656



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| <b>POSITION TITLE: TEACHERS (INFANTS/TODDLERS/PRE-SCHOOL)</b> |
| <b>LOCATION: ANISHINAABE OF WAUSHUZHK ONIGUM</b>              |
| <b>REPORTS TO: DAYCARE SUPERVISOR</b>                         |

## **SUMMARY**

We are looking for a teacher to join our team of committed professionals—this full-time position within Kinew Childcare Centre is located in the First Nation. Grounded in our teachings and love for our children allows for a deep connection between staff and children, and the ability to create a unique experience catered to children’s interests and abilities, through play.

Under the supervision of the Daycare Supervisor of Kinew Childcare Centre, the successful candidate will have experience with and be comfortable working with students of all age groups (Infants - School Age). If this sounds like your ideal workplace, is the place for you.

## **QUALIFICATIONS**

- Diploma in Early Childhood Education from an Ontario College of Applied Arts & Technology, equivalent or approval from the Ministry of Education
- Minimum 2 years’ experience working in a daycare setting
- Registered with the College of Early Childhood Educators
- Capable of planning and directing programs
- Being in charge of children, supporting staff and families
- Cardiopulmonary Resuscitation (CPR) Certificate, First Aid Certificate
- Vulnerable Sector Checks
- Up to date immunization records
- Assist in maintaining records of children
- Maintain daycare supplies and equipment
- Knowledge of the Anishinaabe Tradition, values and language
- Knowledge of computer skills is an asset

## **MAJOR RESPONSIBILITIES**

- Ensure that all actions and activities meet the Child Care and Early Years Act (CCEYA) regulations and Ministry Guidelines Policies and Procedures
- Implement programs developed by the RECE that are engaging, stimulating and appropriate for the age group
- Keep a daily logbook
- Take daily attendance
- Be a positive role model for children, staff, and families
- Work with children, staff, and parents to plan, chart and supervise the program
- Suggest adaptations to the program to reflect the child/children's needs, interests, and pace of learning



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- Assist children with one-to-one work or in small groups to work on all areas of development or skills needed to learn
- Maintain written reports of child's progress which includes completing screening according to their development, observation reports and sharing it with the supervisor, parents and other organizations when making referrals
- Making referrals to the appropriate organizations when needed or asked by the parents
- Work with parents/families in a professional manner and build trusting relationships with them
- Maintain a learning environment where materials are purposeful and inspiring to students and free of clutter
- Attending monthly staff meetings
- Provide break coverage or coverage when needed as scheduled
- Maintaining good working relationships with other staff members
- Be able to work independently as well as a member of a team
- Advise the Supervisor of pertinent information concerning students and their families
- Advocate for the policies, procedures and philosophy of Anishinaabe of Wauzhushk Onigum Kinew Childcare Centre and support our mission, vision, and values
- Maintain a healthy and safe environment that meets the requirements set forth by the Ministry of Education and Anishinaabe of Wauzhushk Onigum
- Other duties as assigned by the Daycare Supervisor

### **HOW TO APPLY**

If you would like to work in a family-friendly environment, please apply by email at [HR@wonation.ca](mailto:HR@wonation.ca) to the attention of the Band Administrator.

Please ensure that your cover letter and resume specify the job title of the position you are applying for.

All applicants are thanked for their interest in this position. However, only those selected for an interview will be contacted. If contacted and you require a disability-related accommodation to participate in the recruitment process, you must advise the Band Administrator.

Successful candidates must submit a current and satisfactory Police Record with a Vulnerable Sector Check for review before starting employment.

Please note that candidates invited for an interview must submit three professional references.

**Deadline: Open Until Filled**