



## Early Childhood Educator Part-time Contract

For 36 years, Rose of Sharon Services for Young Mothers is a registered charity that provides free programs and educational services in York Region annually to 300 vulnerable prenatal and parenting youth families while they build greater stability in the lives of their children. Our programs empower young families to embrace their strengths, build parenting skills, increase child development knowledge and develop their personal capacity to overcome barriers. Offered online and on-site in a welcoming, safe and inclusive space - youth parents set goals and work toward building the future they envision for themselves and their children.

### JOB OPPORTUNITY

**Contract: 23.5-26.5 hours per week x 15 weeks, some evenings and weekends (September– December 2021)**

### SALARY

**\$18.00/hour + 4% vacation**

Rose of Sharon is currently seeking a Registered Early Childhood Education (ECE) to support the direct and unique needs of young parents and their infants & children. This individual will report to the Program Manager and will be responsible for providing childminding, early childhood educational activities, and parent & child interactive activities and programs. Programs will focus on child development and growth, secure attachments between parent and child, family well-being and parenting skills. The incumbent is responsible for empowering parents in developing and building healthy family relationships through early literacy and play based interactive programming. The incumbent also refers participants to other early childhood and family services in the community as needed.

### DUTIES AND RESPONSIBILITIES

- Work closely with the Rose of Sharon Program staff to ensure full circle of support for fathers, mothers, and child(ren)
- Maintain a safe and healthy environment for infants, toddlers and preschoolers who attend the program; create a relaxing and welcoming atmosphere
- Facilitate early learning educational activities with infants, toddlers & preschoolers with an equity and inclusive focus
- Utilize the document, 'How Does Learning Happen?' when designing and implementing activities, preferably play/inquiry based with the use of pedagogical documentation
- Assess and monitor behaviors and/or situations that may suggest a child is at risk
- Adherence to the legislative regulations and duties set out for an Early Childhood Educator under the current Child Care and Early Years Act
- Ensure the safety and maintenance of the equipment and toys at all times
- Conduct orientation for parents of participating children
- Initiate, establish and maintain a continuing positive and supportive relationship with parents
- Work with Program Staff to develop, facilitate, and monitor interactive parent and child activities providing accessible programming for both on-site and/or on-line delivery
- Facilitate a mother-child interactive program to support secure attachments and positive parenting engagement
- Facilitate a father-child interactive program to support secure attachments and positive parenting engagement.
- Monitor and evaluate program delivery for quality and to ensure the programs meet target deliverables
- Perform housekeeping tasks such as laundry, cleaning, disinfecting and organizing the Child Development Centre
- Maintain accurate, up-to-date files in our computerized database system. Ensure that adequate records are maintained and compiled in order to generate reports for LEAP, Ready Set GO!, and York Region funders
- Assist with the preparation and full participation in special events geared towards both parents and children including some evenings and weekends

- Attend job specific trainings sessions offered within and outside of the organization to enhance job skills and knowledge
- Be available to explain the operation and functions of the centre to parents, students and the community
- Perform other duties as assigned

### **KNOWLEDGE, SKILLS AND ABILITIES**

- Diploma/Degree in Early Childhood Development or child related field
- Preference will be given to those registered and in good standing with the College of Early Childhood Educators.
- Experience with the document 'How Does Learning Happen?' and pedagogical documentation practices
- Demonstrated ability to direct, instruct and care for children
- Must be familiar with Play Based Learning Philosophies
- Experience in social service programs and activities
- Excellent group facilitation skills with at least 3 years' experience developing, facilitating and evaluating interactive parent & child programs
- Strong interpersonal and communication skills with proven ability to build and maintain positive working relationships and work in a collaborative team environment
- Knowledge of York Region community resources
- Excellent listening, communication, and presentation/facilitation skills
- Well organized, able to work independently
- Available to work flexible hours as needed (weekends and evenings required)
- Proficiency in Microsoft Office, Excel, Outlook and data entry
- A satisfactory Vulnerable Sector Criminal Records check, valid driver's license, access to a reliable vehicle and relevant insurance and willingness to travel
- Infant/Child First Aid certificate
- Recent 2-step TB test

### **PERSONAL SUITABILITY**

- Flexible and cooperative approach to working with others
- Non-judgmental, positive, and caring attitude with sensitivity to the impact of the social, economic, environmental, and cultural issues of our participants
- Respectful of Rose of Sharon's mission, vision, and values

### **WORKING CONDITIONS**

- During the COVID-19 pandemic, the job requires the incumbent with work on-site and follow all health and safety protocols.
- Some availability in evenings and on weekends
- Some travel within York Region will be required to satellite offices, meetings, conferences and seminars

### **PHYSICAL REQUIREMENT**

- The incumbent will spend long hours standing, lifting, caring for children ages 0-6
- The incumbent may also have to do some light lifting of supplies and materials from time to time

### **APPLICATION DEADLINE: August 25, 2021**

**Please forward resumes and cover letters to: Karen McKinney, Program Manager | email: [kmckinney@roseofsharon.com](mailto:kmckinney@roseofsharon.com)**

We thank all applicants for their interest. We will contact only those selected for an interview. For more information about Rose of Sharon, please visit our website at [www.roseofsharon.com](http://www.roseofsharon.com).

Applicants are encouraged to provide a valid email address for communication purposes. **No telephone or in-person inquiries please.** Applicants who provide an email address may receive their written correspondence with respect to this job posting directly to the email address provided. As an applicant, it is your responsibility to ensure that you check your email regularly to receive this correspondence.

Only those applicants who are selected for an interview will be contacted. Applicants are encouraged to provide a valid email address for communication purposes. Applicants who provide an email address may receive their written

correspondence with respect to this job posting directly to the email address provided. As an applicant, it is your responsibility to ensure that you check your email regularly to receive this correspondence.

**ROSE OF SHARON IS AN EQUAL OPPORTUNITY EMPLOYER.** We encourage people of all races, ethnic origins, religions, abilities, gender identities and sexual orientations to apply. In accordance with Ontario Human Rights Code, Accessibility for Ontarians with Disabilities Act, 2005, accommodation will be provided in all parts of the hiring process. If you are an individual with a disability and you need accommodation in applying for this position, please email us at: [kmckinney@roseofsharon.com](mailto:kmckinney@roseofsharon.com) and identify the job title in the subject line.