



# JOB OPPORTUNITY

## Ska:na Family Learning Centre

requires

### Registered Early Childhood Educator – Casual & PPT

**LOCATION:** Chatham & Wallaceburg, ON

**START DATE:** September 13, 2021

**SUPERVISION:** Employed by SFLC, responsible to the policies and directions as determined by the Floor Supervisor and Child Care Program Manager.

**FUNCTION:** To assist with the delivery of a high quality, holistic, culturally relevant, and individualized educational program to meet child development goals. To ensure that the educational program is linguistically and developmentally appropriate, recognizing child differences pertaining to age, ability, culture, and learning styles.

**JOB SPECIFICATION:**

1. To coordinate classroom and education component requirements, such as planning, managing, and instructing classroom activities;
2. To collaborate with teachers and staff in a team-teaching atmosphere;
3. To ensure accurate records are kept daily, anecdotal note taking, and including all relevant matters;
4. Organize and maintain play equipment ensuring areas are clean, safe and orderly;
5. To support and train relief staff or practicum students, as required;
6. Ensures adherence to the CCEYA;
7. Other relevant duties as assigned.

**QUALIFICATIONS:**

1. **Registered Early Childhood Educator** with diploma from an accredited ECE Program;
2. **Some experience** preferred.
3. Able to work independently and as part of a team.
4. Knowledge of Indigenous and diverse culture(s) common to area an asset.
5. Knowledge of the High/Scope Framework Approach.
6. Excellent planning and communication skills, strong computer and interpersonal skills.
7. Experience working with young children and their families.
8. A full Job Description is available upon request.

**SUBMIT RESUME TO:**

**Ska:na Family Learning Centre  
Attn: Job Posting – RECE (Specify Chatham or Wallaceburg)  
2-1699 Northway Avenue,  
Windsor, ON N9B 3L8**

OR

**Email: [info@skanaflc.com](mailto:info@skanaflc.com)**

OR

**FAX: (519) 948-1493**

**DEADLINE FOR APPLICATIONS: Friday, August 20, 2021**

*We thank all applicants for applying, however only those selected will be contacted for an interview.*

*Ska:na Family Learning Centre is an equal opportunity employer.*

[www.skanaflc.com](http://www.skanaflc.com)

Revised 15Apr21