



Job Posting: Children First Society

Preschool Practitioner

The Children First Society in Inuvik, NT is an early learning and care facility licenced for 127 children, ages 6 months to 12 years old. The Preschool practitioner will be responsible for the care and learning of children in the preschool program that consists of full day child care and half time preschool learning program. Under the direction of the Executive Director the position will follow the policies of the board and NWT Day Care Regulations to ensure a quality preschool program.

Experience and Qualifications

As an early childhood practitioner, you have experience and education in Early Childhood Development. Your experience in caring for children will allow you to work with the program team to implement intentional practice following the interests and needs of the children to develop an exciting preschool program. You enjoy the idea of nurturing young children to grow and develop in a positive way. You are willing to learn about the new NWT Day Care regulations and requirements to allow you to carrying out policies and procedures established by the Board to ensure a safe environment for the children.

Personal Suitability

Working as a dynamic team member your energy and creativity helps you to play and guide the children in a developmentally appropriate program. Your compassion and understanding motivates you to build positive relationships with all the program children and their families. Your sound work ethics encourage you to be consistent and fair in a culturally diverse program. The flexibility you demonstrate is an asset to problem solving and conflict resolution with children and adults. Your dedication to children and their families motivates you to continue on in this demanding yet rewarding position.

Compensation

Compensation will be negotiated based on experience but will start from \$20.00 per hour. Details will be finalized with the successful candidate.

Applications

Applications including cover letter and resume should be emailed to:

Children First Society
Attn: Preschool Hiring
execdir@cildrenfirstsociety.org

Application is open until position is filled.

Job DESCRIPTION

Position Status	Position Title
Full Time, Indeterminate	Preschool Practitioner

PURPOSE OF THE POSITION

The position provides care and guidance for children in the preschool program of the Children First Centre, which is a licensed daycare with 120 spaces for children aged 6 months – 12 years old. Under the direction of the Executive Director, the position will follow the policies of the board and NWT Day Care Regulations to ensure adequate care, supervision and a developmentally appropriate program for the preschool children ages 2-4 years of age.

SCOPE

Located in Inuvik the incumbent reports to the Executive Director and Team leader and is responsible for the day to day care of the preschool program that consists of full day child care and half time preschool educational programming for children 2-4 years of age.

Responsibilities

- 1. develops a daily program that meets the goals and objectives of the Children First Centre, and the daily program requirements in the *Child Day Care Standards Regulations* using intentional practice.**

Main duties:

- Observe children to record interests and needs
- Plan and implement activities to meet the Children First Centre goals and the cultural, physical, emotional, intellectual and social needs and interests of the children in the program
- Develop weekly and monthly schedules of the daily program that follow intentional practice meeting the individual needs of the children
- Develop a portfolio for each child to track the developmental needs and interests of the child
- Maintains an open, friendly, and cooperative relationship with each child and family
- Assist with nutritious snacks and lunches
- Assist with quiet time
- Advise the Executive Director or team leader of equipment and maintenance needs
- Ensure equipment and the facility are clean, and safe at all times
- Follow sanitary, health and safety regulations.
- Involve self in spontaneous play.
- Encourage creativity and individuality of each child.
- Listen to the children.
- Communicate verbally and non-verbally with the children at an appropriate level.

2. Supervise the children attending the facility.

Main duties:

- a. Ensure that children are supervised at all times
- b. ensure required staff:child ratios in the preschool programs
- c. Promotes feelings of initiative and self-confidence in children.
- d. Greets children and their parents warmly and with enthusiasm each morning
- e. Assures that: each child is warmly greeted upon arrival; each child has a choice in activities; and each child is assisted to be a part of the group
- f. Responds appropriately to signs of distress allowing the children to problem solve on their own
- g. Responds consistently to the children's needs
- h. Plan and implement developmentally appropriate field trips and outings.

4. Establish routines and procedures consistent with the Children First Centre policies.

Main duties:

- a. Identify and teach positive behaviours expected of children
- b. Adjust expectations to match the development levels of the children
- c. Establish and teach clear routines – e.g. for snacks, outdoor play, etc.
- d. Correct children using positive discipline
- e. Maintain a professional attitude and confidentiality within the program at all times.

5. Communicate regularly with parents and encourage their participation.

Main duties:

- a. Keep parents informed of their child's progress and participation in the daily program
- b. Establish regular communication with parents
- c. Assist with and encourage opportunities for parents to be involved in the daily program,

7. Pursue ongoing professional development through appropriate courses, seminars or workshops.

8. Perform other duties as required.

Requirements, Skills and Knowledge:

- Completed a post-secondary program in child development – certificate, or diploma
- Have experience in developing and implementing an emergent curriculum
- Playful and Nurturing
- Have a working Knowledge of relevant legislation, policies and procedures
- An understanding of the northern cultural environment
- Be able to maintain strict confidentiality in performing duties
- Team Player with Effective positive communication skills
- Demonstrate sound work ethics
- Current Standard First Aid
- Satisfactory criminal record check, including a vulnerable sector search, completed by the RCMP
- Statement about whether or not there are any outstanding criminal charges, and details
- Up-to-date immunizations
- Tuberculosis screening