

NOW HIRING!

Job Posting – Early Childhood Educator (Level 1, 2, 3) Kids Club Daycare – Black Diamond

BGC Foothills Clubs (formerly known as the Boys and Girls Clubs of the Foothills) is looking to hire a permanent Early Childhood Educator, with Level 1, 2, or 3 – Early Child Care Certification to support our Black Diamond ELCC Daycare in Black Diamond. We are looking for a dependable, caring person, who likes dealing with the public, helping children, and who is committed to the wellness of children!

Hours of work

40 hours/week

Qualifications

Program Assistant will have a minimum of Level 1 – Early Child Care Certification. 1-year experience working directly with children and youth. Experience in the Not-for-Profit sector preferred. Must have excellent interpersonal skills; be non-judgmental; have a positive attitude and be empathetic. Must have Police Intervention Check with Vulnerable Sector Check. Must be able to lift 30 lbs.

Primary Responsibilities

The Program Assistant will support and assist the Director in the development and implementation of all programming for the children attending BGC Foothills Clubs – Nanton ELCC Daycare.

The successful candidate will:

- Plan, carry out and assess developmentally appropriate activities and experiences.
- Individualize the curriculum
- Ensure guidance of children’s behaviour that encourages positive self-concept
- Ensure the child’s environment is healthy and safe
- Maintain positive communication with parents
- Follow licensing requirements
- Productively and positively contribute to the organizational goal to maintain a safe, healthy, and enjoyable workplace
- Attends staff development and other specified training
- Ensure that organizational goals and objectives are met
- Other duties as assigned.

Preferred candidates will have:

- Level 2 or 3 Childcare Certification
- Current First Aid Certification



For more information or to apply for this position, please email bddaycare@bgcfoothills.com.

We thank all candidates for their interest, however, only those selected for an interview will be selected.

