

# NOW HIRING!

## Job Posting – Early Childhood Educator (Level 1, 2, 3) BGC Daycare – High River Location

BGC Foothills Clubs is looking to hire a permanent Early Childhood Educator, with Level 1 – Early Child Care Certification to support our BGC Daycare – High River location. 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, 2, 3 – 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; non-judgmental; a positive attitude and be empathetic. Must have Police Intervention 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 – BGC 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 [hridaycare@bgcfoothills.com](mailto:hridaycare@bgcfoothills.com).

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

