



Malahat Nation

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**Early Childhood Educator (ECE) or
Early Childhood Educator Infant Toddler (ECEIT)**

REPORTS TO	Director of Early Learning	START DATE	As soon as possible
COMPENSATION	\$28.69 - \$29.48 / hour ECE (NEE-14H) \$31.16- \$33.03 / hour ECE-IT (NEE-17H) - \$500.00 signing bonus upon successful completion of a 3-month probationary period	STATUS	1-Permanent position (24 – 35 hours per week)

**Are you an Early Childhood Educator looking for a fun environment to work with children?
We have the daycare for you!**

*Malahat Nation represents approximately 350+ members with two reserve lands located on the western shore of Saanich Inlet, south of the village of Mill Bay, about 40-kilometres north of Victoria, British Columbia. Malahat Nation is looking for the right candidate(s) to join our Infant Toddler Program. IT or ECE preferred. Come work in our lively, well-established and respected community childcare centre. We serve children 6-months to 5-years in two programs. Caterpillar Child Care is committed to providing exceptional childcare that incorporate Malahat Nation traditional and cultural teachings. We are looking for fun, energetic, dependable and organized staff to join our dedicated team!
Our daycare staff are offered a pension and benefits plan, amazing staffing ratios and opportunities for professional growth and development.*

PURPOSE: Reporting to the Director of Early Learning, the ECE/ECEIT will work collaboratively in a team environment while caring for and educating children between the ages of 6 months - 5 years old. Daycare hours of operation are currently 8:30 a.m. - 4:30 p.m. *This is a permanent position, work hours, ranging between 24-35-hours per week. As of July 1, 2023, a +6.75% Cost of Living Adjustment (COLA) increase will be applied to the successful applicant's starting wage.*

RESPONSIBILITIES:

- Plan, prepare and carry out developmentally and culturally appropriate activities;
- Ensure positive communication and proactive relationships with team members, children & families;
- Adhere to licensing standards of practice;
- Deliver services for children and parents in the capacity as a certified ECE/ECEIT in the full scope of your license to practice;
- Planning and implementation of appropriate age-based activities according to skills and learning levels that promote social interactions and personal development;
- Ensure that all information about children, staff, visitors and volunteers is strictly confidential;
- Help create a nurturing learning environment to foster the development of the children's needs;
- Incorporate culturally appropriate activities as advised by Elders and Manager of Early Learning;
- Post weekly/daily activity plans for programs;
- Model positive behaviors and attitudes for children and families;
- Adhere by COVID-19 policies while they apply;
- Participate in training and staff meetings as required;
- Other duties as required.

EDUCATION, EXPERIENCE AND OTHER REQUIREMENTS:

- Diploma or Bachelor's Degree in Early Childhood Education required; Infant Toddler designation is required for ECE-IT
- Current copy of ECEBC license to practice required
- CPR and standard First Aid training required
- 1-year minimum experience is required
- Current Criminal Record Check (CRC) including vulnerable sector search prior to employment
- Provision of accurate and up-to-date immunization records
- Effective, December 3, 2021: Malahat Nation has implemented a vaccine mandate requiring all employees to be fully vaccinated against Covid19 to be eligible for employment. *All individuals must show Proof of Vaccination as a mandatory condition of their employment.*

KNOWLEDGE, SKILLS, AND ABILITIES:

- Knowledge of Coast Salish culture and strong interest in continued learning about culture, tradition, and ways of life
- Knowledge of ECE theory, research and practice
- Experience working in Indigenous Communities in early-year programs is an asset but not required

- Experience working independently and, in a team, to create a positive, supportive and flexible work culture
- Strong knowledge of child development
- Strong communication skills, verbally and in writing, ability to work well and communicate appropriately with children and families
- Ability to maintain strict confidentiality and sensitive information
- Confidence in working with young children
- Well-developed time management with the ability to multitask different task simultaneously

*Interested applicants are invited to submit a detailed cover letter, current resume, and three references.
Please clearly indicate the 'Job Title' in the 'Subject Line' upon submitting.*

Human Resources Department, Malahat Nation

In person, fax 250-743-3251 or via email

Email: careers@malahatnation.com

Website: <https://malahatnation.com/jobs/>

Deadline: Recruitment open until the position is filled