qathet School District
Class Specification
EARLY CHILDHOOD EDUCATOR (ECE)
SEAMLESS DAY (13.23)

Summary

Under the direction and supervision of the District Principal or designate, the Early Childhood Educator (ECE) leads before or after school care and works in partnership with the Kindergarten teacher in the classroom. Knowledge of early childhood education is essential to this position.

Seamless Day Model

The Seamless Day Model allows primary school children to attend childcare in the Kindergarten classroom with a team of Early Childhood Educators (ECE) and the classroom teacher. The morning ECE greets the children and implements the early care and learning program with the children. They remain with the children in the Kindergarten classroom while collaborating with the classroom teacher in the design of programs and environments, engaging with the Early Learning Framework. The afternoon ECE begin their shift mid-day, allowing for staff overlap and leads the after-school care Early Learning Program. This model is designed to enhance children's cognitive, physical, social, and emotional development, and benefits from the professional expertise of primary teachers and early childhood educators working together.

Duties

- Establishes positive working relationships with school staff, community partners, families, and children.
- Supports the transition of information between children, families, and classroom colleagues (second ECE and Kindergarten teacher).
- Plans, coordinates, and leads a quality licensed school-age group child-care program for early primary students.
- Collaborates with the Kindergarten teacher, second ECE, and other school staff to create a seamless transition for children moving between the child care program and the school day.
- With the classroom colleagues, plans and maintains a learning environment that promotes the health, security, and well-being of children.
- Supports budget preparation and purchase and maintenance of supplies and materials.
- Attends meetings as requested.
- Maintains statistics for child-care reports.
- Maintains the confidentiality of sensitive information seen or heard.
- Understands and acts in accordance with relevant policies and procedures from the school, district, Ministry of Education, Child Care Licensing Regulation, and WorkSafeBC.
- Maintains familiarity with Workplace Hazardous Materials Information System (WHMIS) / Globally Harmonized System (GHS).
- Completes ongoing professional development and maintains ECE Certificate to Practice.

Required Qualifications and Experience
- Completed Post-Secondary Certificate or Diploma as an Early Childhood Educator. Preference given to those with a degree.
- Valid Childsafe first aid certificate.
- Clear criminal record check and up to date Immunizations as required by the Child Care Licensing Regulation.
- Current Early Childhood Educator's Certificate to Practice from the BC Government's ECE Registry.
- A minimum of 3 years of recent experience within a licensed child-care setting.
- Demonstrated knowledge of the British Columbia Early Learning Framework and the Indigenous Early Learning and Child Care Framework.
- Experience creating, organizing, planning, and implementing an early learning program.
- Demonstrated evidence of strong communication skills (verbal, written, and electronic formats) and ability to work as part of a team with colleagues, parents, and children.
- Strong problem-solving and organizational skills, ability to work with minimal supervision.

Desirable Qualifications and Experience
- Membership with the Early Childhood Educators of BC.
- Able to work with Pedagogical Narration as described in the Early Learning Framework.
- Understanding of the ethics of Early Childhood Education as described in the ECEBC Code of Ethics.
- Knowledge of Truth and Reconciliation and its application in Early Years settings, and a commitment to the Truth and Reconciliation Calls to Action.
- Valid Food Safety Certificate.