



East Scarborough

**BGC East Scarborough**

100 Galloway Road, Toronto, Ontario M1E 1W7



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416-281-0458

## **Lead Early Childhood Educator (full-time split shift position)**

Licensed Childcare Services

We are currently recruiting for an individual who is energetic, shows positive enthusiasm, and passionate about working with children to fill the role of Lead Early Childhood Educator. This is a full time split shift role with abundant opportunities for professional development and training.

As a Lead Early Childhood Educator, the successful candidate will be responsible to plan programs within a team environment that optimizes the child's social, emotional, physical, cognitive, communication and language areas of development. They will be responsible in supporting the Supervisor/Coordinator of Operations and Curriculum Development to supervise and lead a team of RECE and non-ECE staff and monitor performance to ensure all team members are aware of and comply with standards and expectations. The incumbent will provide care and planned activities for school age children.

### **Major responsibilities include:**

- Ensuring that all legislation pertaining to the CCEYA and AQI are implemented
- Follow the E.L.E.C.T. framework, develop and implement age-appropriate, inclusive and culturally diverse learning experiences that support cognitive, emotional, physical and social development of children from an assigned age group (Ages may range from 18 months to 12 years)
- Working closely with the centre Supervisor/Coordinator to oversee all aspects of the day-to-day operation
- Responsible for program promotion and registration, collection of program fees and ordering of program supplies
- Develop positive and effective relationships with families/caregivers, school personnel, and community partners
- Develop and implement age appropriate and culturally diverse activities that supports cognitive, emotional, physical, social, communication and language development of school-age children
- Actively engage children in learning opportunities
- Support the supervisor to manage staffing coverage, volunteers and placement students

### **Successful Candidates will have:**

- Must be a RECE and a member of the College of ECE in good standing
- Minimum 2 year full-time experience as a Registered Early Childhood Educator at a licensed child care centre and experience with children aged 18 months through 12 years, with a focus on kindergarten and school-age
- Ability, knowledge and experience in supervising staff, program and children
- Excellent knowledge and understanding of the CCEYA, AQI, Health and Safety, Provincial licensing standards and all other legislations pertaining to licensed child care
- Ability to use professional judgement all within the guidelines set by the Governing Acts, Regulations, By-Laws and Centre Policies and Procedures
- Strong programming skills following children's needs, incorporating active learning, ELECT, HDLH and bias-free activities
- Must be a self- starter and ability to multi-task
- Excellent communication, written & organizational skills
- Working knowledge of Microsoft Office
- Valid Standard First Aid/CPR certificate and Vulnerable Sector check screening

### **Position Specifications:**

- Valid G driver license and accessible to a vehicle

**Job Code: LRECE-21**

**Hours of work: 37.5 hours per week**

**Please submit your resume to: [hr@esbgc.ca](mailto:hr@esbgc.ca)**

Thank you for your interest. Only applicants selected for an interview will be contacted. BGC East Scarborough is committed to the principles of employment equity and encourages applicants from all Human Rights protected groups. We strive to meet the accommodation needs of persons with disabilities. Applicants are encouraged to make their needs for accommodation known in advance during the application process.