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## **Evergreen Heights Child Care Centre**

**140 Oak Street, Simcoe. 519-428-0960**

**Daycare Director: Kelly Lubbers**

**kelly@evergreenheights.org**



## **Job description – Casual/Supply Staff**

### **Qualifications**

- Early Childhood Education diploma - preferred
- Valid Standard First Aid and level "C" CPR
- Negative Criminal Records Check/Vulnerable Sector Check/CAS

### **Expectations**

- Employee is required to be reasonably available for pre-scheduled shifts as well as on-call for last minute shifts as necessary

### **Job Description and Responsibilities**

The Early Childhood Educator provides nurturing care and education to young children in a group setting, under the supervision of the Daycare Director; in accordance with the program statement of the centre and the philosophy and policies of Evergreen Heights Christian Fellowship and in compliance with the Child Care and Early Years Act. Duties include, but are not limited to:

- Effectively fostering children's exploration, play and inquiry
- Employee is responsible for constant supervision, safety, and well-being of children
- Employee recognizes and responds to the needs of each child using developmentally appropriate teaching and child behaviour management techniques
- Communicates effectively with supervisor, co-workers, parents, and other team members
- Employee observes and records relevant information for each child as per Centre practices
- Employee participates as a conscientious team member in caring for the children and in the overall operation of the program and centre daily
- Shares responsibility for maintaining play environments and storage areas
- completes additional tasks such as laundry, cleaning, and staff coverage as required

Job Types: Part-time, Casual

Salary: \$21.00-\$22.00 per hour