



## Job Posting

### Lead Educator – Mothercraft Ottawa – Evered Location

Mothercraft Ottawa is a non-profit multifaceted family support agency offering a wide array of programs for families from pregnancy to school age.

#### POSITION AVAILABLE:

- Temporary Full-Time Position

**START DATE:** March 18, 2019 to March 2020

#### JOB DESCRIPTION

The Lead Educator, under the direction of the Program Manager, is responsible to lead the planning and implementation of our Child Care Program in accordance with the Program Statement in their program classroom(s). They ensure that it is designed to promote the cognitive, social, physical and emotional well-being and development of the children under the guidelines of *How Does Learning Happen? Ontario's Pedagogy for the Early Years* and Mothercraft Ottawa's mission and strategic plan and the Child Care and Early Years Act (CCEYA).

The Lead Educator mentors Educators, Child Care Workers and other classroom staff, post-secondary students and volunteers, models our program to their team, and acts as a resource to parents. They also provide support and guidance when dealing with behaviour issues.

In addition to teaching, the Lead Educator is responsible in assisting the Educators and Child Care Workers in providing diverse basic care needs including supplying proper nutrition and performing cleaning duties.

#### QUALIFICATIONS:

- Registered Early Childhood Educator in good standing with the CECE or degree from a recognized College or University, or a provincially recognized equivalent, and/or otherwise approved by the Ministry of Education
- Experience in a group child care program
- Extensive knowledge of early years child development
- Adequate energy and ability to meet the physical demands of the job
- Valid first aid and CPR level C certification, including infant and child
- Satisfactory vulnerable sector check
- High level of integrity and work ethic
- Expected that staff will engage in continuous professional learning opportunities to keep informative of the latest research on adult education, child development, play and inquiry-based pedagogy and other relevant topics
- Must be able to work flexible hours
- Experience and proven ability in working with adults and the public
- Demonstrated time management skills

## **SALARY AND BENEFITS:**

Salary: \$23.97/ hour

Benefits include:

- vacation leave (as per the personnel policies manual).
- sick leave (as per the personnel policies manual).
- long term disability (as per the personnel policies manual).
- life insurance (as per the personnel policies manual).
- health & dental insurance (as per the personnel policies manual).

Mothercraft Ottawa reserves the right to modify the terms of its benefit packages, from time to time, in its sole discretion.

If interested, please submit cover letter and resumé to Janet Libbey at [janet.libbey@mothercraft.com](mailto:janet.libbey@mothercraft.com) ASAP.

**In your cover letter, please indicate the position you are interested in applying for and explain how your experience in the field supports your suitability for this role.**

**Please note that while we appreciate your interest in the position, only applicants who are short listed for an interview will be contacted.**

*Mothercraft Ottawa is committed to providing a barrier-free work environment in concert with the Accessibility for Ontarians with Disabilities Act and the Ontario Human Rights Code. As such, Mothercraft Ottawa will make accommodations available to applicants with disabilities upon request during the recruitment process.*

*Mothercraft Ottawa strives to ensure that its employment practices are free from direct and indirect discrimination and is committed to upholding the human rights of those participating in the hiring process. In pursuit of this commitment, Mothercraft Ottawa will not condone or tolerate any acts of discrimination or harassment under any of the grounds protected under human rights legislation. This commitment extends to the hiring process and throughout the course of employment.*