



Boys & Girls Clubs
of Central Vancouver Island

Early Childhood Educator Assistant

The Boys and Girls Clubs of Central Vancouver Island (BGCCVI) is Vancouver Island's largest childcare provider and is trusted by more parents than any other childcare provider. The BGCCVI is a registered Non-Profit organization and charitable organization serving over 1000 children, youth and families in Comox, Courtenay, Lantzville, Nanaimo and Ladysmith through enriching programs in 13 club locations.

We are currently hiring through the Government of Canada, Summer Jobs grant program. The program runs for 8 weeks, commencing on July 1, 2019 with an end date of August 23, 2019.

This position will provide an interesting and satisfying career opportunity for those seeking to make a positive contribution to a community-based, growth-oriented organization. As caring adult role models, BGCCVI staff build healthy, supportive relationships with children and youth, which in turn can positively influence the life path they choose.

This is a temporary position, working 40 hours per week in Ladysmith. The Early Childhood Educator Assistant will report directly to the Early Childhood Educator Supervisor, Heidi Hoffman. Early Childhood Educator Assistant duties include, but are not limited to the following;

- ✓ Assists with planning, implementation and evaluation of developmentally appropriate activities and experiences for children using modeling, observing, questioning, demonstrating and reinforcing techniques. Develops daily program schedules that include indoor/outdoor, active/quiet and individual and group activities that meet BGCCVI Core Programming standards.
- ✓ Reports on progress, behaviours and other issues related to children. Contributes to reports for children moving onto elementary school. Maintains required records and statistics.
- ✓ Responsible for maintaining effective relationships with parents/caregivers and other stakeholders. Involve the parents/caregivers in the decision-making process as it relates to the growth of his/her child at the Club.

The successful candidate must meet the following requirements:

- ✓ Minimum of one course in Early Childhood Education and Care
- ✓ Enrolled in Post-Secondary education in a related field
- ✓ Must be Licensed with the Provincial Community Care Licensing Board
- ✓ Previous work experience in a similar environment
- ✓ Must be legally entitled to work in Canada

Salary: \$15.92

Location: Nanaimo, BC

Date Posted: April 26, 2019

Posting Expires: May 17, 2019

Please send your cover letter and resume to careers@bgccvi.com quoting the job posting number 1901 in the title.