

October 31, 2018

Internal/External Job Posting:

Part-Time RECE – Saturdays Early ON Child and Family Centre
(1 year Contract Position; 4 hours per week)

Posting Number: 2018-021

Davenport-Perth

Neighbourhood and Community Health Centre



Davenport-Perth Neighbourhood and Community Health Centre (DPNCHC) is a multi-service community agency providing programs and services from early years to adults and primary health care to a diverse range of participants within a community development and health promotion perspective. The Childcare Worker will be responsible for the minding and supervision of children in the absence of their parents/caregivers. The childcare worker will provide a variety of fun, learning activities for the children. Workers will promote positive modelling, language and support to families and children.

Responsibilities

- Facilitate an Early ON parent/child Saturday morning Drop In program, within a community development and health promotion framework;
- Provide support, information and referral to parents, caregivers and families;
- Prepare and implement learning opportunities for children birth to age six and their parents;
- Implement and adapt programming to reflect the identified needs of the participants, as necessary;
- Model positive and constructive adult/child relationships;
- Assist with the planning, development, implementation, assessments and evaluations of relevant early years services;
- Interact in a constructive, collaborative and cooperative manner with all members of the staff team;
- Provide effective leadership and support to student placements and volunteers;
- Prepare and provide information and statistics for written reports as required;
- Assist in the regular and timely collection and recording of data and statistics;
- Assist in maintaining effective contact with relevant services and community partners;
- Position will begin December 3, 2018, with scheduled times for 20-25 hours of mandatory training and orientation to prepare for the initial opening on Saturday January 12, 2019.

Qualifications

- Registered Early Childhood Educator
- Current Standard First Aid/CPR certificate
- Demonstrated knowledge of family support principles, concern and empathy for young children and their families
- Ability to work in a demanding, busy and changing environment
- Willingness to continuously develop and improve professional skills and abilities
- Ability to work as part of a team
- Ability to facilitate group activities with young children and families

Salary: \$22.065 per hour, plus statutory benefits. **This position is part of the bargaining unit.**

Cover letter & resume: **Posting 2018-021** to hire@dpnchc.ca or mail to 1900 Davenport Road, Toronto, ON M6N 1B7.

Due Dates: Internal Applicants: 5 pm, November 7, 2018 External Applicants: 5 pm, November 12, 2018.

Davenport-Perth Neighbourhood and Community Health Centre encourages applications from candidates, whose background is diverse in terms of culture, race, language, religion, class and gender /sexual orientation. Reasonable accommodation or any other special needs will be provided in all parts of the hiring process. If you require any accommodation, please advise Human Resources. As a condition of employment, all prospective employees will be required to undertake a Vulnerable Sector Screening with Police Services. Only applicants selected for interviews will be contacted. No phone calls please. DPNCHC is a perfume free environment.



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