



Early Childhood Education Assistant

Position Start Date: July 3, 2018
Posting closes: May 11, 2018

Position Available:

Oaklands Community Association is looking for an Early Childhood Education Assistant to work at our Little Acorn Care Centre facility with children age 2.5 to 5 years old. This is a 30-hour per week position for July and August only. Hours may vary each day, however all hours will be Monday – Friday between 7:30am – 5:30pm and summer schedule will be agreed upon before commencing position.

Duties include:

- Plan, assist, and implement activities in day long child care program to meet children's social, physical, intellectual, creative, cultural, emotional and developmental needs in a child care environment
- Provide opportunity for creative expression through the mediums of art, dramatic play and music
- Build children's social and interpersonal skills and self-esteem by establishing routines and positive guidance that allow children to feel secure, comfortable and safe.
- Provide supervision and guidance of daily activities, field trips and special activities
- Establish and maintain good communication with children's families and community agencies involved in children's development.
- Maintain child care supplies and equipment
- Assist in housekeeping duties

A more complete job description is available upon application, if requested.

All applicants must have:

- Valid BC License to Practice as an Early Childhood Education Assistant
- Current First Aid and CPR certificate
- Signed authorization to conduct a criminal record check
- Class 4 Driver's License an asset
- **This is a Canada Student Summer Jobs funded position – applicant must be a student prior to and following the summer position**

Oaklands Community Association is a registered charity | BN 882929946RR0001



Oaklands Community Association

www.OaklandsCommunityCentre.com

Early Childhood Education Assistant

Rate of Pay: \$16.50/hour

Apply to: Send cover letter and resume to:
Nicole Skoreyko
Childcare Coordinator
Little Acorn Care Centre
2629 Victor st
Victoria, B.C. V8R 4E3
Email: littleacorn@oaklandsca.com
Fax: 250-370-9159

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Oaklands Community Centre
2827 Belmont Ave #1, Victoria BC V8R 4B2

Oaklands Neighbourhood House
2629 Victor Street, Victoria BC V8R 4E3