



## **Early Childhood Professional (Maternity Coverage)**

**Temporary Part-Time, Starting wage: \$20.31**

**Union Position, Start date: January 2, 2018**

The Calgary Women's Emergency Shelter is looking for individuals that believe change is possible, and will thrive in an environment that nurtures families impacted by family violence and abuse. The shelter provides specialized childcare services to children, youth and families in the shelter. The Children's Activity Centre is open from Monday to Friday, 8:30am to 8pm and on Saturday from 8:30am to 4pm. We are currently seeking a Permanent Part Time Early Childhood Professional to work Monday to Friday from 3:30 pm to 8:30 pm

### **DUTIES AND RESPONSIBILITIES**

You've likely heard it said that children are the world's most valuable resource. In the role of an Early Childhood Professional you will have the opportunity to provide children 0-14 years with the support they need.

As part of the Shelter and our Outreach Programs you will be responsible for planning, implementing and scheduling organized activities while you are supporting the children's emotional and social behavior. These activities may include making crafts, outdoor play and healthy activities. You will work with your team to ensure each child's needs are met while maintaining confidential reports and records as required. You will make a difference in the life of a child.

### **QUALIFICATIONS:**

- Level 3 Early Childhood Educator is preferred.
- 2-3 years previous experience working with children is required.
- Discretion and the ability to maintain confidentiality to safeguard clients is a necessity.
- Knowledge and experience in family violence would be an asset.
- Team work philosophy of collaboration and cooperation is required as it is necessary to coordinate the involvement of other colleagues on the team and throughout the agency.
- Superior interpersonal, communication, organizational and conflict resolution skills.
- A second language would be considered an asset.

### **OTHER INFORMATION**

- CPR, Standard First Aid & ASSIST certification is required.
- A criminal records search and a vulnerable person's intervention record check are conditions of employment.
- In accordance with Canadian immigration requirements, priority will be given to Canadian citizens and permanent residents of Canada.

**TO APPLY:** Please submit your resume and cover letter via Reachire click here to go to the website: <http://reachire.ca/index.php>.

**CLOSE DATE:** Review of applications begins on December 8, 2017. The position will remain open until filled.

**The Calgary Women's Emergency Shelter is an equal opportunity employer and is committed to diversity. We thank all candidates for their interest, only those selected for an interview will be contacted. We regret that we are unable to accept telephone inquiries.**