Early Childhood Educator Assistant

Job ID
10591

Kidspace Learning Centres Saanichton LTD

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LOCATION	DATE POSTED	EXPIRY DATE
7925 East Saanich Rd Unit D, Central Saanich, BC| British Columbia	24-08-2026	20-02-2027

TYPE OF JOB	SALARY	MIN. EXPERIENCE	MIN. EDUCATION
Full Time	CAD $24.00 - $28.00 per hour	1 year to less than 2 years	Secondary (high) school graduation certificate

Job Details

Terms of Employment: Full-time, Permanent

Working Hours: 35 - 40 hours per week

Language of Work: English

Benefits: Dental and Extended Insurance

Company Info:

Kidspace Learning Centres provides children with a stimulating, clean and fun learning environment. Our programs are designed to support every child and family with the highest quality of childcare. We are committed to providing multicultural and inclusive early learning in every program we offer.

We are now looking for an experienced Early Childhood Educator Assistant to join our Saanichton location.

Job Duties:

1.Assist with the programs and daily routines, and encourage children to participate in various interactive activities designed to encourage development.

2.Provide support for activities implementation, and encourage age-appropriate learning and socialization activities to ensure children learn basic skills and concepts, such as communication, manners, sharing, etc.

3.Engage children in playtime, reading hours, art projects, and various learning sessions, helping them discover new interests by introducing them to art, music, sports, and other potential areas.

4.Attend to the physical, social and emotional needs of the children as required.

5.Help prepare meals and snacks, and assist others on staff in handing out food and beverage items; lead the children in the cleanup of trays, cups and the eating area after every meal.

6.Ensure that any child or group of children is adequately supervised and that every reasonable precaution is taken to protect them from any hazard.

7.Perform housekeeping duties, and keep classroom supplies and materials organized and clean(countertops cleaned, supplies in proper bins, etc).

8.Take written observations of children as required under the childcare leader’s direction, identifying signs of emotional or developmental issues and bringing to the management and parents’/guardians’ attention.
9.Assist in developing effective communications with families and preparing for parent-teacher conferences, assist parents to consult with the educators on issues of children’s development and program.
10.Participate in staff reviews and meetings.

Qualifications:
1.Secondary school diploma or equivalent.
2.Experience in working with young children in childcare or educational facilities.
3.Completion of an early childhood education assistant certificate program is highly preferred.
4.Ability to work in a cooperative, flexible and professional manner with children, parents, staff and other professionals.
5.Strong decision-making and task-management skills.
6.Positive, caring and compassionate attitude.
7.Well-developed communication and self-motivation skills.
8.Safety conscious with keen observational skills.

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