

**Early Childhood Educator
Canada Summer Jobs
Full Time Temporary (35 hours per week) until August 30, 2024
24-001NCFRC**

**Are you looking to make a difference in your community?
Join the Norwood team and start making a difference today!**

Norwood Child and Family Resource Centre is an Edmonton-based non-profit organization that has been supporting children and families since 1963, with a vision of Healthy Children, Healthy Families, Healthy Communities. Our programs and services are designed to strengthen and enrich families with children from birth - 6 years old. Early childhood experiences are aimed at fostering optimal child development and healthy parent-child attachment. Parent education opportunities are created to support building the capacity of families. Family support services are provided to support families as the child's first and most important teacher. Information and referral are key practices in supporting families to grow and learn within their own communities. Programs are delivered using a holistic approach to support the social, emotional, intellectual, language, physical and creative needs of children and families in the community. For more information, visit <https://www.norwoodcentre.com>.

Position Summary

The successful candidate will join the Children's Program and Family Education teams. These programs provide a child-directed, learning through play environment where children from birth – 6 years old are encouraged to explore, learn, problem solve, and have fun as they play in a safe, nurturing environment. Families are supported with information and referrals while they take part in the program. Positive play experiences are aimed at fostering optimal development in all developmental domains.

This position requires a flexible work schedule that includes occasional evenings and weekends as scheduled to meet the needs of families.

Reporting to Norwood's Program Managers, the Early Childhood Educator is responsible for the following:

- Providing a safe environment that maintains orderly, clean, and appealing facilities, removing known and potential safety hazards
- Maintaining on-going positive interactions with the children during classroom activities on an individual, small or large group basis
- Using a variety of strategies to guide children's developmental skills in accordance with policies and procedures as set out in applicable regulations and standards
- Supporting family education and family/child groups and services that reflect the needs and interests of the participants
- Providing child minding to the children while their parent/caregivers attend parent education groups

The ideal candidate will possess the following qualifications:

- Post-secondary education
- **Must meet the Canada Summer Jobs youth eligibility requirements**
- Strong interpersonal and communication skills
- Possess a current Childcare First Aid certification
- Criminal Record Check and Child Welfare Intervention Record Check (*findings will be reviewed on a case-by-case basis*)

The following qualifications are considered an asset:

- Experience working with young children
- Child Development Certification
- Knowledge of program planning for young children
- A valid driver's license and access to a reliable vehicle

The wage for this role is \$18.10 per hour.

Norwood provides the following:

- Strong focus on employee wellness and work-life balance
- Supportive training
- A compassionate team environment

Norwood Child and Family Resource Centre values diversity and welcomes applications from First Nation, Inuit, Métis, New Canadian, racialized, differently abled and 2SLGBTQIA+ communities.

Norwood staff are guided by the following Team Charter (SPIRIT):

- **Support** - We utilize one another's strengths to take on challenges and opportunities using positive communication, collaboration, and compassion.
- **Passion** - We have the energy, attitude, and enthusiasm to be fully committed and engaged in our work with each other.
- **Integrity** - We are honest, trustworthy, transparent, and accountable with each other.
- **Respect** - We accept others without judgment and recognize that every individual is a person of value.
- **Inclusivity** - We celebrate diversity and welcome people of all abilities, backgrounds, cultures, and perspectives.
- **Team** - We are all one group working towards improved outcomes for children and families.

If you share our values and support our mission and vision, please consider joining our team.

To apply for this opportunity, please submit your résumé and cover letter to: careers@norwoodcentre.com

Please include **Early Childhood Educator (summer position) Job ID Number: 24-001NCFRC** in the email Subject Line.

Please state in the cover letter how you align with the Norwood Team Charter and how you heard about the position.

Closing Deadline: Until a suitable candidate is found.

We thank all applicants for their interest, however, only those selected for an interview will be contacted.

COVID-19 vaccinations are mandatory for all Norwood staff and practicum students. Successful candidates will be required to provide proof of their COVID-19 vaccination prior to their start date. If you are the successful candidate and cannot be fully vaccinated because of a protected ground under human rights legislation, you may request an accommodation that will be reviewed by the agency.

Immunization against COVID-19 is the most effective means to prevent the spread of COVID-19, to protect the children and families we serve, our workers, and the public; to prevent outbreaks at the Agency; and to preserve workforce capacity. This policy strengthens work Norwood has done throughout the pandemic to keep our staff and participants safe (i.e. distancing, hand hygiene, infectious disease protocols, PPE use, masking, and staff education