

CHIPPEWAS OF KETTE AND STONY POINT FIRST NATION HEAD START DAY CARE



(8 Week) - SUMMER CLASSROOM ASSISTANT JOB POSTING

PRIMARY DUTIES:

- Assist with activities that enhance their social, emotional, cognitive, physical and language development.
- Follow a consistent schedule for the children which includes greeting time, small/large group, work time, planning time, recall, outdoor time, quiet time, personnel hygiene, two snacks, lunch time, and effective transitions between these activities.
- Encourage experimentation, exploration, problem solving, cooperation, socialization and choice making, ask open-ended questions and listen respectfully to the child's answer.
- Outdoor time is a carefully planned extension of the children's learning experiences within the indoor environment; therefore, all developmental needs of the children are planned for and carried out.
- Help keep the classroom tidy throughout the day.
- Other duties as assigned by classroom teacher.

Criteria:

- Must be a band member of the Chippewas of Kettle & Stony Point First Nation
- Must be between 15 and 29 years of age
- Must have been a full time student of either high school or post-secondary verified by a letter from the school, or copy of a valid student card, or transcripts.
- Successful applicant must be able to provide a CPIC-Vulnerable Sector before beginning employment
- Must have valid Social Insurance Number.
- Applicants must register with Four Winds Community Employment Services.

Additional Criteria:

- KSPFN encourages all qualified individuals to apply. However, preference will be given to qualified First Nations people in accordance with KSPFN' General Principles of the Human Resource Management Policy, section 16 of the Canadian Human Rights Act, sub-section 24(1)(a) of the Ontario Human Rights Code, and section 7 of the Employment Equity Act.
- Successful applicant must provide a current and up to date CPIC and vulnerable sector background check upon hiring.
- Successful applicant must provide - proof of returning to school in the fall (high school student card, college acceptance letter, etc) (as Four Winds we need that)
- Applicants must consent to a full background check upon hiring.

Please submit your application to:

Attn: Erica Bressette, Program Manager
Kettle & Stony Point Head Start Day Care
Tecumseh Lane, Kettle and Stony Point FN, ON N0N 1J1
Phone: (519) 786-4255

In order to be considered for an interview your application must include: Cover letter, Resume & One letter of reference

Deadline: All applications must be received by 4 PM Friday May 31, 2019. A full Job Description is available at the Pre-School Site at 9172 Tecumseh Lane or at the Four Winds Community Employment Services.