



**CHIPPEWAS OF KETTLE & STONY POINT FIRST NATION**  
**EMPLOYMENT OPPORTUNITY -**  
**SHORT TERM - MATERNITY LEAVE COVERAGE (18 months)**



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<b>PROGRAM AREA:</b>	HEAD START/DAYCARE
<b>POSITION TITLE:</b>	REGISTERED EARLY CHILDHOOD EDUCATOR
<b>REPORTING PROTOCOL:</b>	REPORTS TO THE HEADSTART/DAYCARE PROGRAM MANAGER

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**POSITION:** To provide, in, centre based and in-service training to parents/guardians, centre staff and children, which will enhance the parent's ability to fill the role of primary educator of the child. Educator will be working within the Head Start/Day Care program to deliver a comprehensive, developmentally appropriate education program in coordination with associated Head Start/Day Care program components to families and children aged 0 to Six years of age. To connect and support parents while striving to build positive, interactive relationships with families. Build on the strengths of the family to make the family unit stronger and ultimately the parent stronger. To support families, children, staff and other service providers and ultimately the community to increase their comfort level for accessing services or programs.

**ABILITIES REQUIRED:**

- Knowledge of the Ojibwe culture and language an asset.
- Excellent communication skills, both written and verbal
- Excellent organizational and record-keeping skills.
- Excellent time-management skills, the ability to follow a schedule and the ability to prioritize workload requirements.
- Strong knowledge of human development, family dynamics and the needs of children.
- Significant problem-solving ability, which can translate emotionally, charged family needs into recommendations and relevant community referrals.
- Ability to respond to an emergency or crisis situation, should one arise.
- Must be flexible in hours of work, including evenings and occasional weekends.

**EDUCATION/PROFESSIONAL REQUIREMENTS:**

- Early Childhood Education Diploma
- Member of the College of Early Childhood Educators
- Up to date immunization record
- Valid First Aid and CPR Certificate
- Valid Criminal Reference clearance
- Vulnerable person's check
- Must adhere to the Employment manual of the Chippewas of Kettle & Stony Point First Nation

**PREFERENTIAL HIRING REQUIREMENTS:**

- 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. First Nations candidates who wish to qualify for preferential consideration can self-identify themselves in their cover letter.
- Successful applicant must provide a current and up to date CPIC and vulnerable sector background check upon hiring.
- Successful applicant must provide a copy of their Diploma and other related certificates
- Applicants must consent to a full background check upon hiring.

**PLEASE SUBMIT YOUR SEALED APPLICATION, COMPLETE WITH A DETAILED RESUME  
AND A MINIMUM OF THREE (3) WORK RELATED REFERENCES  
BY JUNE 24<sup>th</sup>, 2022 BY 4:00PM**

**ATTN: Wyonna Bressette HR Assistant – ECE SHORT TERM  
Email to: [human.resources@kettlepoint.org](mailto:human.resources@kettlepoint.org)  
Mail to: 6247 Indian Lane, Kettle & Stony Point First Nation, ON N0N 1J1  
Fax to: 519-786-2108**

*For a full Job Description email the HR Assistant at: [human.resources@kettlepoint.org](mailto:human.resources@kettlepoint.org)  
Interviews will be scheduled shortly after the closing date.*

**ONLY THOSE APPLICANTS WHO MEET THE QUALIFICATION STANDARDS AND  
REQUIREMENTS WILL BE INTERVIEWED.  
AN UPDATED CPIC AND A REFERENCE CHECK WILL BE REQUIRED FOR THE SUCCESSFUL CANDIDATE  
PRIOR TO FINAL CONFIRMATION OF EMPLOYMENT.**