



CHIPPEWAS OF KETTLE & STONY POINT FIRST NATION
EMPLOYMENT OPPORTUNITY -
SHORT TERM – (FOUR POSITIONS AVAILABLE)



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

POSITION: Educator will be working within the Head Start/Day Care program to assist in delivering a comprehensive, developmentally appropriate education program in coordination with Head Start/Day Care program components to families and children aged 0 to five years of age.

ABILITIES REQUIRED:

- Knowledge of Aboriginal Head Start components. (Asset)
- Knowledge of the Ojibwe culture and language (Asset)
- Knowledgeable of resources available to children 0-6 years of age and their families.
- Excellent communication skills, both written and verbal
- Excellent time-management skills, the ability to follow a schedule and the ability to prioritize workload requirements.
- Ability to work collaboratively with the centre staff and other service providers/professionals.
- Ability to work in a team atmosphere, as well as independently and collaboratively.
- Ability to work with families and community in a sensitive, caring and confidential manner.
- Ability to respond to an emergency or crisis situation, should one arise.
- Must be flexible in hours of work, including evenings.

EDUCATION/PROFESSIONAL REQUIREMENTS:

- Early Childhood Education Diploma *or* Combination of Training, Skills, and 2+ years experience in similar field
- Member of the College of Early Childhood Educators an asset
- 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 DECEMBER 2ND, 2022 BY 4:00PM**

ATTN: Wyonna Bressette HR Assistant – ECE SHORT TERM

Email to: hr.assistant@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: hr.assistant@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.**