



CHIPPEWAS OF KETTLE & STONY POINT FIRST NATION

EMPLOYMENT OPPORTUNITY

RESOURCE TEACHER/CASE MANAGER - FULL TIME POSITION

PROGRAM AREA:	HEAD START/DAYCARE
POSITION TITLE:	RECE RESOURCE TEACHER/CASE MANAGER
REPORTING PROTOCOL:	REPORTS TO THE HEAD START DAYCARE MANAGER

POSITION: Under the direction of the Program Manager, the Early Childhood Education Resource Teacher/Case Manager will provide an inclusive program for children 0 to 5 years of age and their families that celebrate diversity and reflects the Anishnabek Heritage that is unique to the Chippewas of Kettle & Stony Point. To empower parents to further develop as positive role models for their children. To give parents tools to be confident, assertive and to have a holistic understanding of their children and their children's developmental needs. To provide successful opportunities of inclusion for children to allow them to reach their optimal development. To identify and provide intervention for children to enable them to reach their full potential. To transfer knowledge to parents/guardians, staff and other service providers enabling them to work competently with the child. The Early Childhood Education Resource Teacher/Case Manager promotes and supports the inclusion of all children in early childhood programming.

ABILITIES REQUIRED:

- Knowledge of the Aboriginal Head Start components.
- Ability to fully integrate the Aboriginal Head Start components into all aspects of the program.
- Ability to retain the mission/vision of the Head Start/Day Care program.
- Knowledge of the Ojibwe culture and language an asset.
- Retain vision, values, and culture of the Anishnabek Community.
- Familiar with resources available to children with special needs and their families.
- Knowledge of available community resources within the First nation as well as surrounding services providers.
- Ability to match children and families with appropriate services and resources.
- 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 diverse needs of children.
- Ability to manage a caseload of approximately 20 children.
- Ability to make frequent and significant decisions to assure maximum benefits for children.
- 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 the community in a sensitive, caring and confidential manner.
- Significant problem-solving ability and can translate emotionally charged family needs into recommendations and relevant community referrals, within the First Nation as well as surrounding services providers.
- Ability to respond to an emergency or crisis situation, should one arise.
- Strong commitment to the healthy growth and development of children and their families.
- Knowledge of screening tools for children 0-5 years of age.
- Ability to choose the most appropriate screening tools.
- Must be flexible in hours of work including evenings.
- Ability to lift and move children and equipment as required up to and including 50 lbs or 23 kg.
- Must have valid driver's license and own transportation.
- Must adhere to the Employment manual of the Chippewas of Kettle & Stony Point First Nation.

EDUCATION/PROFESSIONAL REQUIREMENTS:

- Early Childhood Education (ECE) Diploma
- Registered member with The College of Early Childhood Educators
- Early Childhood Education Resource Consulting Certificate **OR** Autism and Behaviour Sciences Certification, **OR** Early Childhood Education Resource Intervention Certificate
- Infant/Toddler Care/Guidance
- 5 years of experience in an Early Childhood classroom setting
- Training in the High/Scope Educational Philosophy an asset
- Ability to apply the High/Scope Educational Philosophy into all interactions with children and families.
- Valid First Aid and CPR certificate.
- Valid Criminal Reference clearance.
- Vulnerable person's check

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.

SECOND POSTING

**PLEASE SUBMIT YOUR SEALED APPLICATION, COMPLETE WITH A DETAILED RESUME
AND A MINIMUM OF THREE (3) WORK RELATED REFERENCES
BY NOVEMBER 24TH, 2023 BY 4PM**

TO: Chippewas of Kettle & Stony Point First Nation,
ATTN: **Human Resources: ECE Resource Teacher/Case Manager**
Email to: hr.assistant@kettlepoint.org
Mail to: **6247 Indian Lane, Kettle & Stony Point First Nation, ON N0N 1J1**
Fax: **519-786-2108**

A full Job Description is available please contact the Wyonna Bressette at hr.assistant@kettlepoint.org or call 519 786 2125 ext. 115 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