



**August 6<sup>th</sup>, 2024**

**Internal/External Job Posting - #CH17-24-01**

**Norquay School Age Program**

**SCHOOL AGE CHILD CARE WORKERS (2) – Part time, Permanent**

Collingwood Neighbourhood House's mandate is to promote the well-being of the Renfrew-Collingwood community by providing leadership and working collaboratively with individuals, families, agencies and other groups to develop and support inclusive, innovative, sustainable initiatives and services that respond to the community's social, educational, economic, health, cultural and recreational needs.

**Department overview:**

The Early Years department at CNH promotes and delivers quality of care and age appropriate services and programs to children and families in the Renfrew Collingwood Community. We value rewarding partnerships with the families and children we serve. We believe that every child has the right to play and learn in a safe and nurturing environment and that parents should be able to access affordable, high quality, publicly funded, community delivered services, that meet the needs of the family.

**Job Overview:**

The successful candidate will be able to:

- Work with a team to plan and implement a quality program for young children, maintain healthy relationships and communicate effectively and respectfully with children, families and colleagues.
- Be familiar with the expectations and requirements of Community Care Licensing
- Support each child's holistic development using the BC Early Learning Framework
- Demonstrate understanding of and respect for the competency of young children
- Be aware of and work within the ECEBC Code of Ethics
- Participate in ongoing professional development

**Skills & Qualifications**

- Must be 19 years of age and eligible to work in Canada
- SACC Certification or Responsible Adult Training required (SACC)
- Experience working in a licensed School Age Child Care Program
- Current First Aid certificate required
- Must have or be willing to get a Criminal Record Check Clearance Letter
- Strong program planning, organizational, leadership and communication skills required
- Understanding of Emergent Curriculum/Reggio Emilia Philosophy
- Ability to work within a multicultural/intercultural environment
- Must be able to work flexible hours – split shifts
- Preference is given to candidates who are members of the Early Childhood Educators of BC (ECEBC)
- Must be fully vaccinated against COVID 19

## **Job Details**

- **Salary:** \$20.92-22.50/hr +\$6 Wage Enhancement per hour for ECE certified staff \*(subject to improvement)
- Extended health and dental benefits
- Pension plan
- Paid vacation starting at two weeks per year plus paid sick days
- **Schedule:** min 25 hours per week (7:30/8 – 9am; 2 pm-6pm Monday – Friday; must be available for full days during school closures)
- **Start date:** August 29<sup>th</sup> 2024
- **Location:** Norquay School Age Child Care (on-site at Norquay Elementary- 4710 Slocan Street)

*This is a unionized positions covered by a Collective Agreement with CUPE Local 1936.*

## **Application Process**

Applicants must be legally entitled to work in Canada. If you are not currently authorized to work in Canada, CNH will not consider your job application. As per the Collingwood Neighbourhood House Human Resources Policies and Procedures, all factors being equal, first priority will be given to qualified local and internal applicants. Equality of opportunity and diversity of our company is important to us. We do not discriminate on the basis of race, religion, colour, ethnicity, gender, sexual orientation, age, marital status, or disability.

### **SUBMIT RESUME & COVER LETTER TO:**

**Sabrina Bantog**

**Manager of Childcare Human Resources**

Collingwood Neighbourhood House, 5288 Joyce Street Vancouver, BC V5R 6C9

Email: [sbantog@cnh.bc.ca](mailto:sbantog@cnh.bc.ca)

**Please quote reference # #CH17-24-01**

**CLOSING DATE: August 23<sup>rd</sup> at 5pm**

### **APPLICATIONS WITHOUT A COVER LETTER WILL NOT BE CONSIDERED**

*We thank all individuals who apply for this position and will be contacting shortlisted candidates directly.  
No phone calls please.*