



# Native Child and Family Services of Toronto

Native Child and Family Services of Toronto is an Aboriginal, community controlled multi-service agency. Our mission is to provide support, ensure safety and enhance the quality of life for Aboriginal families, children, and youth within the greater Toronto area. Our agency works within a holistic framework, which builds on individual and family strengths, and engages clients as partners in identifying issues and their solutions.

## Assistant Early Childhood Educator

Classification: Regular Full-Time                      Range: \$36, 140 - \$47, 153  
Hours: 35 Hours/Week                                      Location: 156 Galloway Road

**NCFST is committed to staffing a workforce representative of the Aboriginal population we serve. We encourage First Nations, Métis and Inuit applicants to apply and to please self-identify in their cover letter.**

### Position Summary

Under the direction of the Supervisor, Early Years, the Assistant Early Childhood Educator will:

- Assist with developing and implementing appropriate early learning programs for children ranging from 0 to 6 years of age.
- Follow an emergent curriculum, incorporating ELECT and Aboriginal framework.
- Assist with delivering early learning services to parents and children, such as literacy and interactive learning activities to help ensure that children are ready to learn and to make it easier for them to transition to school.
- Assist with planning, developing and implementing programs that contain stimulating activities for preschool and kindergarten children, including field trips.
- Promote the physical, social, emotional and intellectual well-being of children in all activities.
- Maintain accurate reporting, statistical data and documentation of children's development and interactions.
- Support children with their daily routines.
- Provide staffing relief at mid-day to maintain staffing levels and quality care.
- Maintain active communication with colleagues and parents.
- Build positive relationships with children, families and fellow staff members.
- Assist with classroom housekeeping.
- Complete general administrative tasks, such as playground inspections and health reports.
- Ensure that the legislated health and safety standards are maintained at all times.
- Be available for location reassignment to any of the NCFST Early Years sites.

### Qualifications

- A Diploma or Degree in Early Childhood Education is preferred.
- A current Vulnerable Sector Screening Police Reference Check and a willingness to obtain a new one upon hire.
- Up to date immunizations.
- Current Infant/Child CPR and Standard First Aid Certificate.
- Knowledge of the unique dynamics that exist within the First Nations, Inuit, and Métis cultures.
- Excellent written and verbal communication skills, organizational skills and respect for confidentiality.
- Demonstrated understanding, and commitment to, integrating the Native Child and Family Services of Toronto Mission and values in to practice, service and relationships.
- Demonstrated understanding of workplace health and safety practices and understanding of an employee's responsibility under current legislation.
- Ability to work effectively, with all levels of staff, to maintain effective communication and working relationships, demonstrating strong interpersonal skills, tact, sensitivity and ability to build strong internal relationships.

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If you are interested in this job opportunity, please apply by clicking [APPLY HERE](#) on or before February 1, 2021.

We are committed to providing a barrier-free work environment in accordance with the Accessibility for Ontarians with Disabilities Act and the Ontario Human Rights Code. As such, NCFST will make accommodations available to applicants with disabilities upon request during the recruitment process.

We thank you for your interest, however, only those applicants selected for an interview will be contacted.