

External Job posting

Position Title: Early Childhood Educator	Agency: Prince George & District Elizabeth Fry Society
Department: Family Programs Manager – Family Center, Katrina McGraw	Employee Group: BCGEU- this position requires union membership
Current Location: 1575, 5 th Avenue -Office	Salary Range Steps: \$25.95- \$29.76 (collective agreement Grid Level 10)
Current Hours per week: 35 hours per week	Position Status: Permanent Full-time
Current Shift Schedule: 8:30 am- 3:30 pm Monday-Friday	Anticipated Start Date: ASAP

NATURE OF POSITION:

The Early Childhood Educator provides direct support and care to children under the age of three in a licenced Infant Toddler Childcare Facility. Located in the heart of downtown within the Prince George & District Elizabeth Fry Society building, this role focuses on fostering the physical, social, intellectual, and emotional development of young children within a group setting.

As a member of the Young Parent Program team, Early Childhood Educators play a vital role in supporting young parents who had their first child before 20 and are under the age of 24. In addition, the facility offers services to other Elizabeth Fry Society clients as well as those families referred to us by various other agencies and community members. While some work may be required outside of normal office hours, the position maintains a 35 hour workweek. Our Family Centre is operational for 47 weeks per year, closing for 1 week at Christmas time and 4 weeks during the summer months.

REQUIRED EDUCATION, TRAINING AND EXPERIENCE

- Early Childhood Education Certificate, plus Special Needs or Infant Toddler / Under three Certificate
- At least two (2) years' recent related work experience, working within a feminist framework
- Valid Emergency Child Care First Aid & CPR/AED Level B
- Valid FoodSafe Certificate

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

- Experience with program delivery, within the program service model framework
- Highly developed interpersonal communication
- Strong ability to maintain confidentiality and demonstrate a high degree of professional boundaries.
- Knowledge about violence in relationships, substance abuse and misuse, emotional, physical, and mental abuse, the effects of trauma on the lives of women and their dependent children, and systemic pressures that marginalize women and their dependent children
- Possess extensive knowledge of child of child development and assessment
- High level knowledge and ability to facilitate family functioning and development; in conjunction with working knowledge of attachment theories
- Strong understanding and ability to model RIE (Resources for Infant Educators)
- Proficient computer knowledge and skills
- Well-developed organizational time management skills
- Ability to work independently and be a team player
- Ability to maintain accurate, and appropriate file notes
- Excellent written and oral communication skills
- Seek appropriate and timely managerial supervision and debriefing.

To apply for this position please submit your resume and cover letter to the address below.

Each applicant is responsible for ensuring that the Society receives his/her application by noon on the closing date. Any application received past this time will be considered late. Candidacy of late applicants will be considered in conjunction with external applications or with any applicable provisions of the collective agreement

Reply to: Katrina McGraw, Family Programs Manager
1575, 5th Avenue,
Prince George, BC V2L 3L9

Fax: 250-563-8765

Email: katrina@pgefry.bc.ca

Date Posted: January 28, 2025

Closing Date: February 11, 2025 noon

Full Job Description is available, contact admin@pgefry.bc.ca

Diversity, equity and inclusion are essential to the goals of the Prince George and District Elizabeth Fry society, and we are committed to building a representative workforce. PG and District Elizabeth Fry Society encourages applications reflecting diversity of sexual orientation, gender identity or expression, racialization or ancestry, diverse abilities, political and religious beliefs, marital or family status, age and /or status as a First Nation, Metis, and Inuit or Indigenous person and any other equity seeking groups. We wish to reflect the richness of the diverse community of persons we serve.