

EARLY CHILDHOOD EDUCATOR – EARLY LEARNING PROGRAM

CUPE 2357 level 3

CORE FUNCTION:

Under the general direction of the Principal, the Early Childhood Educator partners with the classroom teacher(s) to plan and implement a full day early learning program.

The Early Childhood Educator collaborates in the design of high quality and effective play-based programs and environments.

As part of the Early Learning program team s/he supports enhanced physical, cognitive, emotional and social development within the context of a Catholic learning environment

MAIN DUTIES:

In collaboration with the kindergarten teacher/s and other early childhood educator/s

- Implements the Ministry of Education Early Learning curriculum within a Catholic learning environment
- Designs, prepares and implements developmentally appropriate daily activities
- Develops an inclusive early learning environment that addresses all childrens' abilities, special talents, culture, interests, style and pace of learning
- Designs and sets up purposeful activity/learning centres
- Observes, assesses and documents childrens' progress and behaviour, including formulation of student goals and objectives
- Communicates with families regarding the progress of their children, including parent interviews and IPRC meetings
- Assists with the preparation of report cards, tracking achievements, maintenance of records, IEP's etc.
- Provides developmentally appropriate behaviour guidance in keeping with school practices
- Participates in field trips, outings or similar activities
- Assists children in washroom routines, dressing and lunchtime activities
- Shares information with the extended day team related to individual students and ELP curriculum

Acts as a team member of the school:

- Performs yard, hallway and lunchroom supervision, as required
- Participates in staff meetings and discussions with other professionals, as required

- Participates in extra curricular activities, on a voluntary basis
- Participates actively as a member of the professional learning community in the school
- Performs other related duties, as assigned

QUALIFICATIONS:

- Secondary school graduation
- Early Childhood Education diploma or degree

- Registration with the Ontario College of Early Childhood Education
- Minimum 2 years experience. Recent experience with kindergarten age children preferred
- Catholicity would be a definite asset
- Bilingualism and experience working in a school setting considered as assets
- Current First Aid and CPR certification

SUPERVISION OF STAFF:

There is no supervisory responsibility