



Songhees Nation Job Posting

Permanent full-time position

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| JOB TITLE: | ECE (2 positions) ECE I/T (2 positions) | | |
| Reports to: | ECE Coordinator | Salary Scale: | \$29-\$31 per hour |
| Department: | | Deadline: | Until filled |

POSITION SUMMARY:

The Aboriginal Head Start On Reserve Center delivers holistic teachings that are culturally relevant to the children and families. The Early Childhood Educator ensures that Head Start provides a culturally supportive environment to ensure a strong sense of well belonging and carry out goals of the Aboriginal Head Start On Reserve. The six components that guide the care for young children are: Culture & Language Education, Health Promotion, Nutrition, Social Support, Parental and Family Involvement, and Respecting and Honoring every child's spiritual, emotional, intellectual, cultural, and physical growth.

KEY RESPONSIBILITIES:

- Work cooperatively, respectfully and in consultation with the Coordinator in all matters associated with the Aboriginal Head Start Program.
- Ability to communicate effectively and professionally with colleagues and Families.
- Foster and develop meaningful relationships with families creating a strong sense of well-being and belonging.
- Adhere to all policies and procedures as outlined in Songhees First Nation Policy and Procedures as well as policies for Songhees Early Learning Centre.
- Work with other community professionals to ensure optimal support and outcomes for children and families.
- Guide and care for children in a positive caring matter always empowering children positively for success.
- Support and work alongside Cultural Coordinator, Knowledge Keeper/Elder.
- Implements culturally responsive and developmentally appropriate early education activities/curriculum in all programs, while embedding the teachings of the *Songhees Nation* and its people.
- Provide indigenous traditional and modern practices and activities respectful to the community promoting awareness of culture and language.
- Plan and implement outings within the community, as well as provide monthly intentional curriculum.
- Create an inviting environment and maintain clean/safe practices by performing environmental scans regularly. Promotes, encourages and assures the AHSOR 6 components are implemented and delivered for children and their families.
- Ensures, abides by and is up to date with policies and procedures as per organizational regulations and reporting. (ex: *Parent Policy Manual, Staff Policy Manual, Songhees First Nation Employee Policy Manual*).
- Participates in employee performance reviews.
- Performs other related duties as assigned.

REQUIRED QUALIFICATIONS AND EXPERIENCE:

- ECE Certificate with licence to practice I/T certification for ECE I/T positions
- Emergency Child Care First Aid and CPR/ AED (Infant/Child)
- Understanding and knowledge of Aboriginal culture, traditions and issues impacting Aboriginal families
- Knowledge in implementing the Early Learning Framework
- Ability to use Microsoft Word, Share POINT, Excel and Outlook
- Knowledge of Aboriginal communities, organizations and service providers in and around the community of Victoria is an asset.
- Must undergo a Criminal Record Check with Vulnerable Sector.

Only candidates selected for an interview will be contacted.

Songhees Nation is committed to increasing the number of members working for the Nation. Hiring preference will be given to qualified candidates who are Songhees Nation members.

SEND RESUME TO: Felicity Peters, Human Resource Manager Email:

Felicity.peters@songheesnation.com