



## JOB OPPORTUNITIES – TEMPORARY (Incumbent on medical leave of absence)

# Early Childhood Educator

Start date in May 2024, for approximately 6 months

### Posting #PRC2024-35

Oak Bay Parks, Recreation and Culture is seeking nurturing and enthusiastic Early Childhood Educator for the Paddington Station Daycare located at the beautiful Neighbourhood Learning Centre while the incumbent is on medical leave. The program offers children a safe place to explore the philosophy of “Learning Through Play” and follows the guidelines of the Early Learning Framework. The ideal candidate is a qualified ECE and encourages learning through nature with spending time outside. In this position, you are responsible for possessing the ability, knowledge, and skills to organize and implement simulating age-appropriate activities. Oak Bay Parks, Recreation and Culture offers an additional 14% in pay per hour in lieu of benefits for auxiliary employees, a staff facility pass that provides access to our weightroom, pool, skating rink, and drop-in fitness classes. Oak Bay offers a supportive and collaborative workplace with opportunities for advancement and growth within the organization.

#### RESPONSIBILITIES

- Works cooperatively with the Daycare Supervisor and other Early Childhood Educators to ensure program goals are met and program operates smoothly.
- Liaises with children, parents/guardians, and other patrons in a warm and friendly manner.
- Ensures program and program areas are compliant with Island Health Licensing regulations.
- Completes necessary administrative work.
- Ensures program areas are kept neat and tidy.

#### QUALIFICATIONS

- Minimum 2 years’ experience working with preschool aged children.
- Ability to work as an effective team member.
- Applicant must be a minimum of 19 years of age.
- Early Childhood Educator (ECE) Certificate from a recognized post-secondary institute (and licensed to practice in BC).
- Must meet BC Child Care Licensing requirements for valid Emergency First Aid and CPR-C certifications.
- Provision of a current Police Information Check with Vulnerable Sector Screening (Note: This is the applicant’s financial responsibility to obtain this).

<b>HOURS OF WORK</b>	Monday-Friday 7:30am-5:30pm. <i>Up to 37.5 hours per week. Hours may vary due to program requirements and registration.</i>
<b>LOCATION(S)</b>	Neighbourhood Learning Centre
<b>RATE</b>	\$37.04-\$38.20 per hour (\$32.49-\$33.51 per hour + \$4.55-\$4.69 per hour in lieu of benefits) - 2024 rates
<b>STATUS</b>	Auxiliary (This is a union position)
<b>BENEFITS</b>	<ul style="list-style-type: none"> <li>• 14% in lieu of benefits per hour</li> <li>• Staff Membership to drop-in the weightroom, fitness classes, skating, and pool (applicable to employees with 1 or more set shifts per week)</li> </ul>

**Please submit applications by 4:00pm, Thursday, May 9<sup>th</sup>, 2024, to:**

Job Application Drop Box, Oak Bay Recreation Centre,  
1975 Bee Street, Victoria, V8R 5E6; or

**Email to:** [recreationjobs@oakbay.ca](mailto:recreationjobs@oakbay.ca)

**Subject line in email should read: PRC2024-35 Early Childhood Educator**

**Please note that only short-listed applicants will be contacted**