



EMPLOYMENT OPPORTUNITY

OPEN TO THE PUBLIC WITH PREFERENCE TO TH CITIZENS

AOC Early Childhood Educator

Department: Education

Location: Tr'ondëk Hwëch'in Offices – Dawson, YT

Posting Date: April 1, 2024

Standard Hours Bi-Weekly: Auxiliary On-Call

Salary: Level 2 – 5 (\$27.36 - \$36.39/hourly, dependent on YG childcare level designation)

Closing Date: Ongoing

Reporting to the Tr'inke Zho Manager, this incumbent is responsible for filling in positions when permanent staff are absent. The position is responsible for carrying out the programing and daily schedules and meeting the individual needs of the children, while ensuring that YG regulations are being met at all times. This incumbent supervises children at the day care and engages with various programming and child-minding techniques. They are also responsible for maintaining an open line of communication with parents and guardians.

An Eligibility List may be established from this competition – the duration of the eligibility list may be up to 12 months. The eligibility list may be used to fill future permanent full-time, permanent part-time, temporary full-time, temporary part-time, term, or auxiliary on-call vacancies within the same department and classification based on the organizational needs by going the next highest ranked candidate until the eligibility list expires.

If this opportunity interests you, please submit a cover letter & resume clearly demonstrating the qualifications below, as selection for further consideration will be based solely on the information you provide. Applications will not be accepted without a cover letter and resume.

Essential Qualifications:

- Post-secondary certificate, diploma or coursework in Early Childhood Education or related academic field of study. An equivalent combination of education, experience, skills and abilities may be considered.
- YG Level 1 Early Childhood Educator designation or currently in the process of completing two 45-hour ECE courses to obtain Level 1 certification. (NOTE: wage level is commensurate with certification level).
- Experience working in a team environment.
- Experience or knowledge in working with First Nation children and families.
- Knowledge of Early childhood development theory, principles, and practices.
- Basic understanding of YG regulations as it relates to supervising children and youth.
- Ability to establish and maintain effective working relationships with children and families.
- Good organizational and time management skills.

Assets:

- Ability to work under pressure and with many things going on at once.
- Ability to manage contact notes, logs and other related duties.
- Problem solving and conflict resolution skills
- Calm and patient disposition under pressure

Conditions of Employment:

- Criminal Record Check with vulnerable sector screening.
- Medical Clearance, TB test and open immunization record.
- Standard First Aid certification.

A detailed job description is available upon request.

For more information, contact Human Resources or visit our website at: Trondek.ca

Phone: (867) 993-7100 Send inquiries to: hrjobs@trondek.ca

Mail: Tr'ondëk Hwëch'in Government, P.O. Box 599, Dawson City, Yukon, Y0B 1G0

Physical Location: 1242 Front Street, Dawson City, Yukon

We thank all applicants, but only those selected for further consideration will be contacted.

*"To work together, to speak with one voice and to serve Tr'ondëk Hwëch'in Citizens
in the pursuit of a strong, healthy, and united future."*