



# SOUTH VANCOUVER NEIGHBOURHOOD HOUSE

6470 Victoria Dr., Vancouver, BC V5P 3X7 ph: 604-324-6212 fax: 604-324-6116 website: [www.southvan.org](http://www.southvan.org)

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## ECE Assistant Job Posting (Internal & External)

### Job Overview

South Vancouver Neighbourhood House will be operating a new licensed 37 space childcare centre located at Fraser and Marine Drive this Fall. We are seeking a creative, caring and passionate ECE Assistant to work collaboratively with the team and provide support in the 3 to 5 and Toddler Program.

### Role and Responsibilities

The ECE Assistant will support the team with the following:

- Implement and evaluate a developmentally appropriate, Reggio inspired, inclusive and high-quality program for children ages 18 months to 5 years
- Ensuring the safety, health, and well-being of children
- Guide and assist children in the development of daily care routines
- Establish and maintain good communication and rapport with parents and caregivers
- Establish and maintain collaborative relationships with other community service providers working with children
- Light housekeeping to ensure program facilities and equipment are safe and clean
- Participate in ongoing internal and external professional development

### Qualifications and Skills

- Minimum 1 year of experience working in a licensed childcare program with children ages 18 to 5 years
- Creative, open minded and team oriented
- Valid ECE Assistant License issued by BC ECE Registry.
- Working towards ECE, IT and Special Needs ECE Licence an asset
- Valid First Aid/CPR
- Clear CRC upon hire
- Knowledge and awareness of BC ELF and Reggio inspired practice
- Knowledge and understanding of child development
- Effective guiding and caring skills
- Good communication skills
- Able to work in a diverse and inclusive environment
- Second language an asset

### Hours:

- Schedule: Monday to Friday, 20hrs/week between the hours of 10:00am to 6:00pm
- Type: Regular part time
- Wage: \$20.25/hour plus \$2.00/hour MCFD Wage Enhancement for those who qualify

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- Benefits: Excellent benefit package including vacation, paid sick-time, medical extended health, dental, pension plans and professional development opportunities

**Position Start Date:** September 13, 2021

## **Additional Information:**

As a non-for-profit organization, Association of Neighbourhood Houses of BC (ANHBC) childcare programs are committed to the BC Early Learning Framework, focusing on the areas of Well-being and Belonging: Exploration and Creativity; Languages and Literacies; Social Responsibility and Diversity.

We believe that children are capable individuals who observe the world around them, gather information through natural play and rich interactions, and that children develop best at their own pace, in an atmosphere of respect and acceptance. Partnership and collaborative relationships are core values in our approach, and we engage families in policy development, program planning and day-to-day channels and discoveries.

We are committed to providing a workplace that fosters; a sense of belonging, opportunities for learning, collaboration, empowerment, creativity, and innovation.

ANHBC is an equal opportunity employer. We place a high value on diversity and encourage qualified individuals from all backgrounds and identities to consider applying for the positions. Our total compensation and benefits package reflects our commitment to our staff and their family.

For more information about ANHBC and South Vancouver Neighbourhood House, please visit [www.anhbc.org](http://www.anhbc.org).

**To Apply:** Please email cover letter and resume with subject line "ECE Assistant - SVNH" by 5pm on July 9, 2021, in confidence to [jeanette.wong@southvan.org](mailto:jeanette.wong@southvan.org)

We thank and acknowledge all applicants and will proactively contact those selected for interviews.

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