



JOB POSTING

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| JOB TITLE: | Registered Early Childhood Educator (RECE) |
| STATUS: | Regular Full-Time (37.5 hours per week) |
| POSITION LEVEL: | Level 4 |
| SALARY RANGE: | \$40,843.77 - \$54,890.62 annually |
| HIRING RANGE: | \$40,843.77 - \$47,349.13 annually |
| JOB LOCATION: | Robertson House CED, 32 Heath Street West |

About Mothercraft: Since 1931 Mothercraft has been a leader in supporting healthy child development, working with our many community partners to meet the changing needs of families. We are committed to excellence, continually testing new concepts and ideas related to healthy child development. We are known for our ability to translate these critical research learnings into everything we do – from our high quality child care and enrichment programs, to our services for children and families with special needs, and specialized training programs for child care providers and other professionals. Mothercraft values diversity and strives to create an environment that is welcoming and inclusive.

About Mothercraft’s Centres for Early Development: Mothercraft currently operates five Centres for Early Development (CEDs) – Brookfield Place, Eaton Centre, Robertson House, Midtown and Avondale. All Mothercraft CEDs are directed by the same goal: “to support healthy child development across all families” and offer enriched quality, full day learning from 3 months to 6 years of age. The Centres’ hours of operation are generally from 7:30am to 6:00pm Monday to Friday.

Position Description:

- Reporting to the Manager of the centre, the Registered Early Childhood Educator (RECE) is to provide care for the physical and emotional needs of the group and individual children
- Develop and encourage positive and secure relationships with children
- Work as part of a team on managing the day-to-day activities of the room according to the Mothercraft program statement, policies and procedures, and all legislative and regulatory standards
- Responsible for overall program planning, including:
 - Observation and assessment of children
 - Preparation and implementation of a culturally sensitive weekly program plan to promote stimulation in all areas of development
- Communicate formally and informally with families, students, other staff and managers
- Keep the manager informed of activities and/or concerns
- Perform administrative duties including maintenance of children’s records-emergency forms, illness and accident reports, daily attendance and developmental summaries twice a year
- Responsible for either opening or closing of the centre (safety check, all duties carried out, etc.)
- Demonstrate awareness and understanding of Mothercraft foundational theories, program statement, policies and procedures

Shift rotation is a job requirement

Your experience and qualifications includes:

- Early Childhood Education Diploma, BA Degree in Education is an asset
- 1 to 2 years of work experience with children and families; please note that student placements completed as part of an Early Childhood Education Diploma Program will be considered as one year of work experience
- French language skills is an asset

Position requirements:

- Registration with the College of ECE
- Standard First Aid & CPR C Certificate
- Satisfactory Vulnerable Sector Check.
- Full vaccination with a recognized COVID-19 vaccine.
- Up-to-date immunization and health assessment as per the local medical officer of health

You're often described as:

- A strong communicator with skills in written and verbal communication
- Flexible and a great team member
- An individual who strives for excellence in providing care to children
- Having strong knowledge of early childhood development

Salary/Benefits:

- This position includes a comprehensive group health benefits plans, defined benefit pension plan, and competitive paid time-off.

To apply, email your resume to careers@mothercraft.org by **August 9, 2022**. Internal staff please include a subject heading of **"Internal – RH RECE"**. We thank all applicants for their interest. Only short listed candidates will be contacted.

Mothercraft is committed to a workforce that is reflective of the diverse populations that we support. We welcome applications from qualified individuals from all backgrounds. In accordance with the Accessibility for Ontarians with Disabilities Act (AODA), Mothercraft strives to ensure that all recruiting processes are inclusive and barrier-free. If you require an accommodation, please advise the Human Resources Department in advance of attending an interview. We are committed to a selection process and work environment that is inclusive, equitable and accessible