



MISSISSAUGA FIRST NATION
Job Posting

Position: Day Care - Relief	Accountability: Day Care Manager / or Alternate
Hours of Work: As needed	Employment Status: 2 Year Contract
Circulation Level: II	Preferences: MFN member / persons of Aboriginal decent

The Relief will:

- Supervise the children in free play, in designated programming areas and to guide them in their physical/social/cultural/mental/emotional development in accordance with the Program Statement of the Mississauga Day Care
- Work with/supervise children in groups while retaining sensitivity to each child's individual needs and allowing them to find solutions and alternate ways to explore; carry out programming for the children under the supervision of the Head Teacher; maintain appropriate day to day liaison with parents as often and possible
- Be responsible for the preparation of play areas and daily playground check and provide open ended play materials for explorations; document with photos and write ups of the learning taking place to share with families from the "How Does Learning Happen", Think, Feel, Act and ELECT documents.
- Assist the head teacher in all matters concerning the children and room set up; Relief teacher may be needed to assist Program Manager where needed; keep Program Manager/Head Teacher advised of any pertinent information regarding parents, children, or any other issues of concern. Teacher will also fill out daily forms and accident forms when needed.
- Be responsible for general duties such as tidying cupboards, checking washroom supplies, washing and sterilizing equipment and furnishings; supervise students/teachers with children during indoor and outdoor play as required.
- Must be sensitive and responsive to the needs of children, parents and staff from all cultural backgrounds; must be able to establish a good working relationship with all members of the staff; must act in a professional manner when carrying out the duties described in the job description.
- Must take all reasonable measures to uphold the regulations and standards as they are outlined in by the College of E.C.E. and Child Care and Early Years Act, as well as all policies in our annual sign off sheet.
- Must be flexible with work hours rotating shifts (8:00 am – 4:00 pm and/or 9:00 am -5:00 pm)
- Duties are not be considered all inclusive

The Relief Teacher will possess the following knowledge, skills and attributes:

- Preferred Post-Secondary Early Childhood Educator Diploma and registered member in good standing with the College of Early Childhood Educators or work experience in the E.C.E field will be taken into consideration.
- Must have current First Aid and CPR – Infant, Child Adult certification; must provide medical certificate and proof of immunization; must be able to lift a minimum of 30 lbs; and must provide Vulnerable Sector Check from the Canadian Police Information Center (CPIC).

TO APPLY: Customize your cover letter and resume to the duties, experience, expectations and qualification listed on the job ad. Using concrete examples, you must show how you demonstrated the requirements for this job. We rely on the information you provide to us in your application during screening. **Successful candidates who receive interviews must provide copies of their education qualifications and certifications at the time of interview.** Please note that all interviews will be **in person**. If you would like a copy of the full job description and/or are interested in applying you may submit your covering letter, resume and three (3) work related references to:

Mississauga First Nation
P.O. Box 1299 Blind River, Ontario P0R1B0
Attention: Human Resources Department
Marked: **CONFIDENTIAL**
EMAIL: hradvisor@mississaugi.com **FAX:** 705-356-1740
Deadline: Friday, June 14, 2019 at 4:00 pm

Thank you to all applicants; however, only those selected for an interview will be contacted.