



Job Description

Job Title: Supported Child Care Aide

Reports to: Manager of Children's Services

Job Summary: This position works one on one with a child with diverse challenges, helping to facilitate inclusion in programs and activities. Provides information and assistance to co-workers to support the development and safety of the child.

Key Duties and Responsibilities

- Develop and maintain an environment that supports the child's success in the program
- Develop and maintain a professional relationship with the child and his/her family that supports program inclusion
- Works with outside professionals who are supporting the child's developmental outcomes (Speech, Occupational Therapy, etc)
- Act as a liaison between the family, the manager and colleagues, sharing information as required to facilitate inclusion
- Maintain records regarding the child's care plan and progress
- Assist co-workers in implementing an Individual Support Plan
- Act in accordance with health and safety guidelines and policies and procedures at all times
- Attend scheduled staff meetings and/or professional development as required
- Participate in classroom housekeeping as needed

Qualifications, Training, Education and Experience

- Post Secondary education in Early Childhood Education and 2 years experience working in a licenced child care setting, or an equivalent combination of education, training and experience.
- Documentation in accordance with Community Care Facilities Branch licensing requirements
 - Immunization record
 - First Aid Certification
 - 2 letters of reference
 - Clear Criminal Record Check
- Knowledge of (or willingness to gain knowledge of) various disorders such as Autism, FAS, Down's syndrome etc.

Job Skills and Abilities

- Willingness to work within a team setting

- Ability to be energetic, resilient and maintains a sense of humour when personal resources are challenged
- Effective interpersonal skills under all types of conditions, exhibiting a supportive, positive approach.
- Able to perform in the physical effort for lifting, bending, stooping, carrying and reaching overhead.
- Knowledge of licensing requirements and health and safety legislation
- Well organized and works independently as needed

Schedule

This position is Monday to Friday (8:45am to 1:15pm), 22.5 hours/week, beginning September 2019. Monthly staff meetings scheduled outside regular hours.

Compensation: \$18.15/hour

How to apply: Email you cover letter and resume to Corinne Bains: corinne@snplace.org.

Updated April 16, 2019