



The HUB Child & Family Centre
External Job Posting for
Kente Before & After School Program

Position Summary:

The HUB Child & Family Centre (The HUB) has served the children and families of Prince Edward County since 1989. Reporting to The HUB Child & Family Centre's School Age Manager; Kelsey King you will be assisting with program planning, development and implementation for Kente Before & After School Program. You will ensure that the children's environments and experiences reflect and are relevant to their development following the four foundations of How Does Learning Happen. You will also be involved in March Break, Christmas Break, and Summer Day Camp programs.

Hours of Work: Monday to Friday, 7:00 am to 9:30 am and 3:00 pm to 5:30 pm + 1 hour of planning per week. There is potential for additional hours in other HUB programs.

Wage: \$23.86 per hour + \$2.00 Wage Enhancement Grant (WEG)* per hour

Educational Requirements:

Two year diploma in Early Childhood Education with membership in Good Standing with the College of ECE or diploma in Child & Youth Worker.

Knowledge and Skill Requirements:

- Registered Early Childhood Educator in good standing with the College of ECE or graduate of Child & Youth Worker.
- Experience working in a licensed child care environment an asset.
- Good working knowledge of the Child Care Early Years Act (CCEYA).
- Experience in program planning, pedagogical documentation and evaluation.
- Up-to-date First Aid/CPR-C certification.
- Up-to-date Vulnerable Sector Check within the last six months.
- Up-to-date immunizations as required by Southeast Public Health.
- Strong communication skills, both oral and written.
- Must be reliable, flexible, and effectively work in a team environment.
- Reliable transportation, valid Ontario Drivers licensed and reliable vehicle an asset.

Resume with cover letter can be submitted to Katherine Jenner at katherinej@thehubcentre.ca.

This posting is for an available position. We sincerely appreciate all applicants for their interest in this position only those selected for an interview will be contacted.

