



The HUB Child & Family Centre
Job Posting for
Registered Early Childhood Educator
PECI School Age Programs

Position Summary:

The HUB Child & Family Centre (The HUB) has served the children and families of Prince Edward County since 1989. We are dedicated to providing quality licensed child care and early learning through programs and services that focus on children infant to 13 years old.

Reporting to The HUB Child & Family Centre's School Age Manager; Caitlin Cronkwright you will be assisting with program planning, development and implementation for PEGI (Prince Edward Collegiate Institute) School Age Programs. You will also be involved in March Break, Christmas Break, and Summer Day Camp programs.

We offer an excellent benefit package and optional RRSP matching program for full/part-time staff after a successful 3-month probation period.

Hours of Work: Monday to Friday: 7:00 am – 8:15 am* (pending enrollment) – Before School Program
Tuesday to Thursday: 8:15 am – 11:15 am – Preschool Program
Monday to Friday: 1:30 pm – 5:30 pm – After School Program
+ 2 hours of planning per week.

Wage: Starting at \$23.00 per hour + \$2.00 Wage Enhancement Grant (WEG)* per hour

Duties & Responsibilities:

- You will plan, organize, and initiate activities to help children develop and learn intellectually, physically, socially and emotionally within our licensed child care centres.
- Implement programming aligned with "How Does Learning Happen?" documentation.
- Communicate and build relationships with children, their families and other partner professionals.
- Work collaboratively with other ECEs and Child Care Assistants.

Requirements:

- Registered Early Childhood Educator in good standing with the College of ECE
- Good working knowledge of the Child Care Early Years Act (CCEYA).
- Experience with program planning, pedagogical documentation and evaluation.
- Clear Vulnerable Sector Check.
- Up-to-date immunizations as required by Hastings Prince Edward Public Health.
- Up-to-date First Aid/CPR-C certification.
- Must be dependable, flexible, and able to work effectively in a team environment.
- Reliable transportation, valid Ontario Driver's license and reliable vehicle an asset.

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

Start Date: September 2025

