



The HUB Child & Family Centre  
Job Posting for  
**Registered Early Childhood Educator**  
**Sophiasburgh 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; Caitlin Cronkwright you will be assisting with program planning, development and implementation for Sophiasburgh 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 may 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 6:00 pm + 1 hour of planning per week. There is potential for full-time hours with additional work in other HUB programs.

**Wage:** TBD

**Educational Requirements:**

Two year College diploma in Early Childhood Education with membership in good standing with the College of ECE.

**Knowledge and Skill Requirements:**

- Registered Early Childhood Educator in good standing with the College of ECE.
- ECE graduate with experience working in a licensed child care environment as 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.
- Up-to-date immunizations.
- Excellent written and verbal communication skills.
- Must be reliable, flexible, and effectively work in a team environment.
- Must have reliable transportation.

For a full job description please go to <https://www.thehubcentre.ca/join-our-team>. Resume with cover letter can be submitted to Katherine Jenner at [katherinej@thehubcentre.ca](mailto:katherinej@thehubcentre.ca).

**Deadline for Submission: Thursday, August 3<sup>rd</sup>, 2023 at 4:00 pm.**

**Start Date: TBD**

