



Sioux Valley Dakota Nation Employment Opportunity **Early Years Teacher**

Sioux Valley Daycare

Full-time, Permanent

****More than One (1) Position May Be Filled*

POSITION SUMMARY: Reporting directly to the Director, the Early Years Teacher will share responsibilities with other Early Years Teachers for all aspects of the classroom, development and creation of Individual Development Plans for children with additional support needs.

DUTIES INCLUDE:

- Share and participate in the responsibility for planning, preparing, and implementing stimulating, age-appropriate activities that encourage children's creativity and learning, promote each child's social, emotional, cognitive, and physical development
- Develop, complete, and monitor Individual Development plans for children with additional support needs and submit Individual Development Plans to Director for review
- Work collaboratively with any of the team members (Director, Early Years Teachers, Parents and Jordan's Principle – Therapist Team, Health Director, Head Start) to support integrated Individual Development Plans and goals for the family
- Provide supervision to ensure the safety and wellbeing of the children
- Recognize and respond to the needs of each child including feeding, changing, soothing
- Present updates and Individual Development Plans to JP Therapists at team meetings
- Complete accurate documentation including daily log, progress notes on individual children, including observations and information about activities, reports, incident reports, serious occurrences and record any important stats
- Ensure that all information about children, family etc. is strictly confidential, and that activity records and statistics are stored in a secure location
- Model appropriate and positive behaviors and attitudes for the child and families
- Communicate effectively with families and team members
- Share responsibility for maintaining program equipment in good repair; assist with toy/equipment disinfecting, maintaining the play environments and storage areas in an organized and clutter-free condition
- Perform other position related duties as required

QUALIFICATIONS:

- College or University Certification in Early Childhood Level 11 or 111
- Current Standard First Aid & CPR Level C Certification
- Proficiency in Microsoft Office (Outlook, Word, Excel, etc.)
- Strong oral and written communication, organizational and time management skills
- 2 years experience in working with children with additional support needs
- Willingness to learn and continuously develop in field of work
- Class 4 Driver's License or willingness to obtain
- Successful completion of Criminal Record Check and Vulnerable Sector Search & Child Abuse Registry Check, or proof of submission

PLEASE NOTE: We may be willing to underfill, however, applicants must have a Grade 12 Diploma, G.E.D., or Mature Grade 12 High School Diploma. We are willing to train the right candidate.

Competition Number: 202268

APPLICATION DEADLINE: Open Until Filled.

Submit Cover letter and Resume indicating Competition Number:

Human Resources Department

Sioux Valley Dakota Nation

P.O. Box 38

Griswold, Manitoba R0M 0S0

Phone: 204-855-2760 Fax: 204-855-2131

E-mail: hrapplcations@svdngovernance.com

We thank all who apply but only those selected for an interview will be contacted.