

POSITION	: Care of Newcomer Teacher (Full Time)
REPORTS TO	: CNC Coordinator, Manager of the LINC Program
WORK HOURS	: 5.5 hours per day (Monday to Friday, 8:45am – 2:45pm)
RATE OF PAY	: \$20 - \$23.28 per hours
LOCATION	: Various locations

The Care for Newcomer Teacher supports the CNC (Care for Newcomer Children) program by providing quality child care to children from diverse backgrounds.

DUTIES AND RESPONSIBILITIES:

- Welcomes and supports both children and parents in accordance with DBNC philosophy
- Ensures Care for Newcomer Children program is in compliance with CNC Requirements
- Plans and implements activities that meet the individual developmental needs and experiences for infants, toddlers and preschoolers to guide their social, emotional, physical and cognitive development
- Engages children in activities that support a child-centered, early learning approach
- Discusses progress/concerns of children with parents and other staff members
- Provides a nurturing, positive and supportive environment for all children
- Guides and assist children in the development of proper eating, dressing and toilet habits
- Maintains records including Registration Forms, Daily Records, Attendance Forms, Child Profiles and Monthly Reports
- Documents accidents/injuries and serious occurrences as needed
- Inspects CNC space for safety issues and seek corrective action according to procedures
- Attends staff meetings/workshops/professional development and occasional field trips with Instructors
- Works with team members to create a positive environment
- Performs other duties as required

QUALIFICATIONS

- Early Childhood Education Diploma or 2-3 years experience working with children ages 6 months to 10 years
- First Aid and CPR Level C TB test and up to date immunization record
- Current Criminal Reference Check (Vulnerable Sector)

SKILLS AND ABILITIES

- Understanding and awareness of settlement issues as well as the concerns of newcomer children and parents
- Understanding of CNC Guidelines and Policies
- Excellent knowledge of child development, childcare procedures, healthy lifestyle
- Creativity and ability to set up child-centered environment
- The ability to offer exceptional supervision for the children
- Solid interpersonal skills and commitment to teamwork
- Sensitivity to cultural, linguistic and religious diversity
- Effective communication skills in English (oral and written)
- Knowledge of Arabic would be a strong asset
- The ability to be flexible to move to other DBNC CNC sites

PHYSICAL REQUIREMENTS

- This job involves lifting up to 25 kg (55 lbs)
- Ability to actively participate in physical activities during the 30 minutes gross motor time (requires periods of standing)
- Ability to continuously bend, squat or move at a fast pace
- Participates in light house duties and the occasional room re arrangements.

Please submit your resume and cover letter quoting **reference no. 016-012** by **May 9** to:

Human Resources Officer
Email: recruiting@dixiebloor.ca

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

Dixie Bloor Neighbourhood Centre is an equal opportunity employer.

Accommodation will be provided if requested