



Employment Opportunity

WFN fosters a workplace environment that is diverse, inclusive, collaborative, healthy, and reflective of syilx values and culture.

Early Childhood Educator Assistant – Full Time

Who We Are

Located within the traditional unceded territory of the syilx people, Westbank First Nation (WFN) is a progressive and prosperous self-governing First Nation. WFN is dedicated to promoting a healthy and prosperous future to ensure its continued existence as a strong political, social and cultural community.

Westbank First Nation values Equality, Honesty and Fairness, Respect, Integrity, Accountability and Transparency, Sustainability, Understanding, Confidentiality and Efficiency.

About this Opportunity

Westbank Child Development Centre (WCDC) is a provincially licensed daycare facility that supports and promotes Okanagan/syilx language and culture, nutrition and health, and school readiness.

Reporting to the Manager of Westbank Child Development Centre, the Early Childhood Educator Assistant will provide education and development services to children ages 0-5. The Early Childhood Educator Assistant will be part of the Community Services Team, and will work specifically in WCDC.

Want to know more? You will...

- Assist in the delivery of excellent curriculum-based programming for the children that promotes Okanagan culture and language, school readiness, health & nutrition, and social support (connecting families with resources within the WFN community).
- Keep records as pertinent to the program i.e. Attendance, Incidence, Fire Drill, etc.
- Follow policies and procedures as outlined by the Ministry in accordance with licensing policies and WCDC policies
- Prepare and provide nutritious snacks for the children
- Promote health and hygiene, to prevent the spread of illness, by following best practices for hand washing, diapering, food preparation and by implementing regular cleaning routines (sanitization of toys, kitchen, and other surfaces)
- Keep a neat and organized work environment
- Meet and greet parents and guests in a professional manner
- Communicate with the parent and provides written and oral communication regarding all incidences both positive and negative

Community. Leadership. Pride.

Must Haves:

- BC License to practice as an Early Childhood Educator Assistant
- Valid First Aid with CPR Level B
- Valid Food Safe Certificate (preferred)
- Acceptable Criminal Record Check (with Vulnerable Sector Search)
- Acceptable Physician's Statement
- Previous experience working with children ages 0-5
- Previous experience working with a First Nation Community & Families considered an asset
- Administration experience (preferred)

Perks of Working at WFN:

- Competitive compensation package including 3 weeks' vacation
- Extended Health Care (including Vision and Paramedical Services), Dental, Basic Life Insurance, Employee Assistance Program, and Health Spending Account
- Municipal Pension Plan membership
- Access to Big White Season Passes (Summer & Winter)
- Employee Recognition Program
- Access to LinkedIn Learning for Professional Development

Application Details:

To learn more about Westbank First Nation please visit our website at <https://www.wfn.ca>.

All applications must be submitted through our Employment Opportunities page <https://recruiting.ultipro.ca>. Ensure you attach your cover letter and resume. Incomplete or late submissions will not be accepted.

This opportunity will close at midnight on Sunday, January 29, 2023.