



# ASPENGROVE SCHOOL

## **Aspengrove School Early Learning Centre On-Call Educator**

Hourly Rate for this position:      ECEA - \$23.00  
ECE - \$23.00 plus \$6.00 Wage Enhancement

Aspengrove School, a JK-12 International Baccalaureate (IB) School is a place where students and staff work together to explore the opportunities of the IB curriculum, through their passions as learners and members of a strong community. Our 40-acre rural campus setting affords rich opportunities for students and teachers to engage in a meaningful journey.

Reporting to the Junior School Principal, the Early Learning Centre On-Call Educator is a casual position. Availability during the summer and school year are expected.

### **Job Description:**

The On-Call Educator shares responsibility with the Early Learning Centre team to provide a program of care and inquiry in a school setting. The On-Call Educator helps to ensure the health and safety of the children in care and to ensure the goals and objectives of the programs are met.

### **Schedule of Employment:**

Hours will vary based on enrollment and the Centre's needs. Current program needs are casual, on-call.

### **Qualifications:**

- ECEA or ECE certificate
- A valid first-aid certificate
- A criminal record check
- 2 reference letters
- Resume with work history
- Canadian citizen, permanent resident or a valid work permit.

### **Responsibilities:**

- Support a daily balance of active/quiet, indoor/outdoor, and individual/group activities.
- Support a daily schedule that incorporates child-directed activity, care routines, and transition times.
- Organize space, equipment, and materials before, during and after activities.
- Assist children in expressing themselves by listening and responding with questions or comments that are open ended and extend conversations.
- Use a variety of teaching techniques including modeling, observing, questioning, demonstrating, and reinforcing.
- Encourage and assist children to gain independence and practice self-help daily.
- Ensure guidance of children's behavior that encourages positive self-concept.
- Ensure the child's environment is healthy and safe.
- Ensure positive communication with families.
- Contribute to the ongoing operation of the Early Learning Centre
- Meet all licensing requirements

Aspengrove School encourages applications from suitably qualified candidates with diverse backgrounds. We value each community member's identity, perspective, and well-being, and embrace our differences as a sign of strength. We believe in diversity, equity and inclusion and are committed to equal employment opportunities.

Please submit your resume and cover letter to our HR Administrator at [hr@aspengroveschool.com](mailto:hr@aspengroveschool.com)