



Tla-o-qui-aht First Nations

Preschool Coordinator

Temporary Term Position

The Preschool Coordinator will provide quality caring and supportive child care to the participants of the Tla-o-qui-aht Preschool Headstart Program that addresses their unique child care needs, meets all regulatory standards required by federal, provincial and municipal governments, and operates within the Child Care Practitioner Occupational Standards and Code of Ethics as defined by the Canadian Child Care Federation. This position reports to the Education Manager

The successful applicant would begin immediately and would agree to enter into an initial employment agreement anticipated until end of July 2017.

Qualifications

- Certificate in Early Childhood Education (Required)
- Education: High School Diploma (Preferred)
- Current BC ECE License to practice
- Documentation in accordance with Community Care Facilities Branch licensing
- Current First Aid Certificate
- Food Safe Certificate an asset
- Current on all required Immunizations
- Criminal Record Check (Required)
- Valid Class 5 BC Driver's License and own vehicle

Skills & Abilities

- Minimum two to three years' experience working in a preschool or daycare
- Experience as an Early Childhood Educator
- Experience working with Aboriginal children preferred
- Excellent interpersonal skills to work with children and families

This position is located in Tofino BC. The successful candidate will be expected to reside in the area. Preference will be given to a qualified Aboriginal candidate.

Applications, including a covering letter and current resume must be received no later than March 10, 2017. Candidates are requested to send their submissions to the attention of:

Chief Executive Officer - Ted Adnitt

Email: jobs@tla-o-qui-aht.org Or by Fax: 250.725.3352

Or drop at the office in a sealed envelope at #1119 Pacific Rim Highway Tofino