



WE ARE HIRING

WE BELIEVE IN OUR SCHOOLS
WE BELIEVE IN YOU



SUPPLY DESIGNATED EARLY CHILDHOOD EDUCATOR (DECE)

Posting Date:	Ongoing	Position Type:	Occasional
Location:	Various	Position Hours:	Up to 7 hours per day Monday to Friday
Effective Date:	Immediately	Rate of Pay:	\$21.17/Hour

Job Summary:

Reporting to the principal, the Designated Early Childhood Educator will partner with the classroom teacher to plan and implement a full day early learning program. While supporting faith initiatives within the Catholic classroom, he/she will provide supervision and age appropriate Catholic programming for students.

Skills and Qualifications:

- A two-year Early Childhood Education Diploma and proof of registration and good standing with The College of Early Childhood Educators (photocopy of registration certificate required)
- Minimum of six months child care experience in a child care or educational setting
- Photocopy of current CPR and first aid certification
- Knowledge of Ministry of Education full day early learning program and related legislation
- Proven ability and experience communicating effectively and in a sensitive, courteous manner with children, parents and staff.
- Proven ability to deal with classroom management, stressful emergency situations and confidential information.
- Demonstrated experience in successfully designing, planning and implementing age appropriate programs.
- Ability to stand/walk for extended periods and move/carry equipment for program, and must be able to physically assist children as required (e.g. lifting 20kg and repetitive bending).

Application Requirements:

Interested candidates must submit a complete application consisting of the following items to <https://smcdsb.simplification.com> by the closing date. Please note that the omission of any items shall constitute an incomplete application and will not be considered.

- Cover letter;
- Current resume;
- DECE Diploma awarded by an accredited post-secondary institution;
- [Complete Faith Requirements for Educator Candidates:](#)
 - **Option 1:** 1. Educator Faith Testimony; and 2. Roman Catholic Pastoral Reference Form or Pastoral Reference letter OR
 - **Option 2:** 1. Educator Faith Testimony; 2. Roman Catholic Baptismal Certificate; and 3. Personal Letter of Faith
- Proof of registration in the College of Early Childhood Educators.

Accessibility accommodations are available for all parts of the recruitment process upon request. Accommodation queries should be directed to the Human Resources Department at (705) 722-3555 ext. 263 or via email to hr@smcdsb.on.ca

Only those candidates selected for an interview will be contacted.

As a condition of employment, new employees to SMCDSB are required, by legislation, to submit a satisfactory Criminal Background Check with Vulnerable Sector Screening.

Frances Bagley
Director of Education

Maria Hardie
Board Chair