The FGCA is a non-profit charitable society governed by a Board of Directors. We are a multi-faceted community organization that runs licensed programs (preschool, out-of-school care, and all-day childcare) and community programs and services for individuals of all ages and stages. Here at the FGCA our mission is to create a collaborative, inclusive, sustainable, and connected community.

**Program Overview:**
Huckleberry Infant-Toddler Centre is an outdoor, exploration based childcare program that focuses on the power of inquiry and empathy. Huckleberry IT Centre is one of three early years programs offered at the centre that all work in collaboration to provide cohesive and collective care. With a responsive care approach, the program consists of 8 children, aged 10m-3yrs, and is staffed with 3 ECEs as well as a full-time float ECE to support program needs.

**Job overview:**
The Lead Educator must be an innovative leader with a focus on early learning and quality care. We strongly support pedagogical narrations and time for our ECEs to be continuously learning and connecting with our community. We follow the British Columbia Early Learning Framework.

**Wage range:** $25.30-29.95/hour (depending on license and experience)
Plus, the BC ECE Wage Enhancement of $6/hour as long as program exists
Additional travel stipend

**Hours of Work:** 40 hours/week, Monday-Friday (4 days in-program and 1 administrative day off the floor), shifts vary between 7:30am-6pm.

**Benefits:** Vacation and Benefits: 15 days paid vacation to start, plus paid annual closure between Christmas and New Year’s Day. After completing the 3-month probationary period, this position is eligible for paid sick time (14 days approx. per year), extended health & dental plan & RSP matching program of up to 3%. Additionally paid ECEBC membership & paid professional development opportunities

**Responsible/Reports to:** Early Years Coordinator
**Location:** Fairfield Gonzales Community Association (1330 Fairfield Road)

**Supervisory Responsibilities:**
- Supervises the Huckleberry Infant-Toddler Educator team
- Coordinates time off requests and organizes staffing in program when ECE’s are away
- Submit pedagogical narrations and observations compiled by your team
- Delegate task associated with appropriate room management
- Organize and facilitate team meetings and professional development days
- Guide and oversee practicum students
- Facilitate yearly evaluations for staff
- Manage credit card budgets and statements
ECE Responsibilities

- Provide quality early learning experiences
- Expected to be on the floor working as an educator
- Create a positive and nurturing early learning centre
- Follow the BC early learning framework
- Plan and deliver high quality, child-centered early learning programming
- Work outside in the natural environment during all weather
- Build strong relationships with children, families, and colleagues
- Act in accordance with the FGCA policies and procedures as well as within the requirements of all governing agencies
- Support related FGCA activities events and generally promoting the mission of the association

Required Qualifications and Experience

- Must hold a current BC ECE License to Practice (IT as an asset)
- Awareness of the Truth & Reconciliation process and the Calls to Action is an asset
- Minimum 2 years of experience working with infant and toddlers
- Minimum 2 years of leadership experience
- Strong written and oral communication skills
- Demonstrated experience in writing newsletters
- Demonstrated experience in scheduling
- Strong competency in MS Office, Windows 10, and server based software
- First aid certificate and clear criminal record check

Interested individuals are requested to forward their resume (with cover letter) Maggie Spencer via e-mail (eyc@fairfieldcommunity.ca) or in person at the Fairfield Community Place (1330 Fairfield Road) during our administrative hours.

FGCA is committed to the values of diversity and inclusion in our workplace. We actively encourage applications from people who are experiencing barriers to equity. Those who anticipate needing accommodations for any part of the application and hiring process may contact Pippa Davis, Office Manager at office@fairfieldcommunity.ca or 250-382-4604. Any personal information provided will be maintained in confidence.