



MANITOBA MÉTIS FEDERATION

CHILD CARE ASSISTANT

December 21, 2023

Posting #23-14-011

The Manitoba Métis Federation (MMF) is the National Government of the Red River Métis - also known as the Manitoba Métis. The Red River Métis are Canada's Negotiating Partners in Confederation and the Founders of the Province of Manitoba.

The MMF seeks to fill **multiple full-time, part-time and casual Child Care Assistant** positions within our **Child Care Centres** in the following locations: **Winnipeg, Dauphin, St. Eustache, St. Laurent, and Swan River**. The Child Care Assistant's primary responsibility is the care and education of children, as well as assisting in delivering Métis-specific programming and curriculum.

Job Duties/Competencies:

- Maintain a learning environment that is positive, relaxed, pleasant, nurturing, and supports Métis specific curriculum;
- Establish and maintain a safe and healthy learning environment;
- Develop opportunities for children to become stewards of the local environment;
- Support children's attempts to resolve their problems and differences with others;
- Encourage children to express their feelings and assert their rights in socially acceptable ways;
- Respond to incidents and handle emergencies appropriately if they occur;
- Maintain program equipment and assist in light housekeeping and cooking duties;
- Attend monthly staff meetings to discuss the progress and challenges of children and centre and other discussions as necessary.

Skills and Qualifications:

- Recognized 40-hour course;
- Minimum of one years' experience as a Child Care Assistant or relevant role with demonstrated ability to deliver programs and services;
- Excellent oral and written communication skills;
- Effective listening skills;
- Dependable, reliable, and punctual;
- Valid 1st Aid/CPR Certification;
- Circle of Security Certificate an asset;
- Clear Vulnerable Sector Check, Criminal Record Check, and Child Abuse Registry Check;
- Knowledge of Métis culture, heritage, and language an asset; and,
- Ability to travel, valid Manitoba Driver's license with access to a reliable vehicle.

We offer a comprehensive benefits package including; health, dental, vision, pension, and vacation.

Please submit your resume and cover letter, referencing the job posting number by Monday, January 8, 2024.

The MMF requires a satisfactory criminal record check prior to commencement of employment. The MMF will accept existing criminal record checks if dated within 3 months of your start date. Obtaining this document is not a guarantee of employment.

Preference will be given to qualified Métis applicants and they are encouraged to self-identify on their cover letter. The MMF encourages internal applicants to apply for career opportunities within our Government.

MMF Human Resources Department
300-150 Henry Ave
Winnipeg, Manitoba R3B 0J7
Email to: jobs@mmf.mb.ca
Fax to (204) 947-1816

All our job postings can be found at: www.mmf.mb.ca.