



Sioux Valley Dakota Nation
Employment Opportunity
Early Years Childcare Worker

Sioux Valley Daycare

Casual, On Call

****Hours Will Vary From 0-35 Hours Per Week*

POSITION SUMMARY: We are looking for individuals to assist with the Sioux Valley Dakota Nation (SVDN) Early Years Centre. and the successful candidate. It is ideal for the Early Years Childcare Worker to have experience caring for infants, toddlers, and pre-school aged children, with children and knowledge of Indigenous culture an asset. We have a supportive leadership team and environment that values your time and contributions. both indoors and outdoors, be supportive and help assist our team, perform some light housekeeping duties.

DUTIES INCLUDE:

- Follow the Early Years Policy & Procedures
- Adhere to confidentiality agreement with regards to all information obtained at the Early Years Centre
- Provide support and/or supervision to the child and parent/caregiver upon arrival, & while attending the Centre
- Maintain daily attendance reports
- Maintain daily written reports on children including special need requirements, incident reports, participation and progress reports, providing information to parents and Supervisor
- Follow safety procedures for monthly fire drills, and attendance at activities away from the Early Years Centre
- Follow the curriculum incorporating Dakota/First Nation Culture and language in all activities
- Ensure equipment, ie. toys, books, and supplies are sorted and put away at the end of each day
- Model appropriate techniques & explain to parent/caregivers when necessary
- To assist other Early Childcare Assistant's with supervision of children during program when needed
- Ensure toddlers in pampers are checked and changed regularly
- Prepare purchase requests for program material/supplies to the Program Director
- Other duties as assigned

QUALIFICATIONS:

- Minimum Grade 12 or equivalency an asset
- Strong communication skills both written & verbally
- Successful completion of Criminal Record Check and Vulnerable Sector Search & Child Abuse Registry Check, or proof of submission

Competition Number: 202269

APPLICATION DEADLINE: Open Until Filled.

Submit Cover letter and Resume indicating Competition Number:

Human Resources Department

Sioux Valley Dakota Nation

P.O. Box 38

Griswold, Manitoba R0M 0S0

Phone: 204-855-2760 Fax: 204-855-2131

E-mail: hrapplcations@svdngovernance.com

We thank all who apply but only those selected for an interview will be contacted.