



## JOB OPPORTUNITY

### ECE Part Time - After School Skiddle Club

The Recreation and Community Services Department at the Town of Woodstock, NB, [www.woodstocknb.ca](http://www.woodstocknb.ca) is hiring an **EARLY CHILDHOOD EDUCATOR - PART TIME – AFTER SCHOOL SKIDDLE CLUB** to join our team. The Afterschool Skiddle Club is designed to be a program where children can come after school (full time in the summer months) and feel safe and welcomed. The children can socialize with their peers while interacting in child centered physical activities and learning invitations. A quality program depends a great deal on the manner in which all employees of the AYR Motor Centre perform their duties and conduct themselves. All participants and families will be treated fairly and with respect.

#### KEY RESPONSIBILITIES

- Daily supervision of the program participants
- Must have a competent understanding of the *Operator Manual for Full and Part time Early Learning and Childcare Centres*.
- Program planning sufficient to meet the director's expectations with a balance of indoor, outdoor, quiet and physical activities.
- Program has a heavy emphasis on outdoor play/learning. Willingness to plan and enthusiastically implement outdoor activities in **ALL** weather.
- Behavior Management and Positive Guidance.
- Report incidents to Lead Educator.
- Preparation and tidiness of your classroom environment. Ensure adequate supplies are available daily.
- Responsible for monthly (visual) documentation such as photo collages, learning stories and updating.
- Notify the Coordinator of supplies and material to be purchased.
- General cleaning/sanitation and maintenance of materials. Notify Coordinator of any needed repairs needed

#### SKILLS & QUALIFICATIONS

- Early Childhood Education Certification - if not ECE certified, must be willing to take the 90-hour Introduction to Early Childhood Education online training
- Yearly Professional Development-10 hours (Minimum)
- Criminal Record and Vulnerable Sector Check (updated every 5 years)
- Social Development Check (updated every 5 years)
- Valid First Aid and CPR Certificate (updated every 3 years)

**WAGE:** NB ECE Wage Grid - \$23.29-\$25.91/Hour with ECE Certificate or Recognized Equivalent \$16.83-\$18.95/Hour without ECE Certificate or recognized Equivalent

Interested applicants must submit a resume with cover email to [hr@woodstocknb.ca](mailto:hr@woodstocknb.ca) by **July 18, 2025**. Only candidates selected for further consideration will be contacted directly.