



EMPLOYMENT OPPORTUNITY

DAYCARE SUPERVISOR For Bushe River

The Dene Tha' First Nation Bushe River Daycare in Bushe River has a vacant full-time position available for a Daycare Supervisor. The Daycare Supervisor is responsible for all duties related to the efficient daily operation of the daycare centre, provides supervision and training new staff. This position reports to the Economic Development Manager.

Duties and Responsibilities include:

- Provide leadership in the development of programs to assist in the intellectual, physical, and social aspects of the children's development within the policies established by the Nation and the requirements of the Early Learning and Childcare Act.
- Ensure a healthy and nurturing atmosphere.
- Always maintain constant supervision (indoor and outdoor).
- Encourage open communication with parents.
- Must be available for any training requirements and meetings.
- Other duties as required by the Manager.

Qualifications:

- High School Diploma
- Level 3 Early Childhood Educator Certification (Must provide a copy with resume).
- Valid First Aid / CPR certification (Must provide a copy with resume).
- Must be dependable and reliable.
- Has excellent communication and supervisory skills.
- Enjoy working with young children.
- Valid Class 5 Alberta Driver's License and must have reliable transportation.

Provide a clear Criminal Record/Vulnerable Sector check and a Child Intervention check. The candidate must also live in the area as travel is not provided.

Closing Date: October 31, 2023

Send a cover letter, resume, Criminal Record/Vulnerable Sector and Child Intervention check to:

Dene Tha' First Nation
Human Resources Manager
P.O. Box 958 High Level, AB T0H 1Z0
Fax: (780) 926-5730
Email: Doreena@denetha.ca

We thank all applicants in advance, however only those selected for an interview will be contacted.

Posted: October 17, 2023