

*The Neighbourhood Group (TNG) is a multi-service agency that includes Central Neighbourhood House, Neighbourhood Link Support Services and St. Stephen's Community House*

**JOB OPPORTUNITY**

**Job# TNG2023 Ongoing**

<b>POSITION TITLE:</b> Casual RECES	
<b>DEPARTMENT:</b> Childcare	<b>STATUS:</b> Non-Bargaining Unit, Casual
<b># HRS / WEEK:</b> Varies. No guarantee of hours	<b>CONTRACT DATE:</b> n/a
<b>REPORT TO:</b> Childcare Manager	<b>HOURLY RATE:</b> \$25.57

**GENERAL DESCRIPTION:** The Neighbourhood Group Community Services Child Care Centers are seeking Casual Registered Early Childhood Educators (RECE's) to work in our licensed child care centers across the GTA. Applicants need to be available to work a variety of shifts between the hours of 7:00 am to 6:00 pm, and in various locations with ages ranging from infants to school age.

**MAJOR DUTIES:**

- As a viable member of a team, share in the responsibility of planning and implementing programs that are engaging, stimulating and appropriate for the age group by following the Early Learning for Every Child Today (ELECT) framework and be based on the interests of the children. Program has to meet the physical, cognitive, intellectual and emotional needs of the children.
- Daily maintenance and organization of the classroom to create a clean and welcoming learning environment that fosters learning and cooperation and ensuring that all actions and activities meet the Child Care and Early Years Act (CCEYA) regulations and the Early Learning and Care Assessment for Quality Improvement (AQI)
- Responsible for the orderly arrangement, appearance and learning environment of the classroom including checking that activity areas, toys, tools and equipment are safe and clean as per Public Health, CCEYA & Children's Services AQI guidelines and protocols.
- Responsible for the safety and general wellbeing of the children at all times by conducting daily health checks, recording illnesses and contacting parents, maintaining up-to date emergency cards, and administering medication as directed by physicians and accurately maintaining relevant records.
- Administer first aid as required; document accidents by filling out Serious Occurrence report.
- Responsible for planning, organizing and leading activities for children in all age groups by observing and assessing children's progress and behaviour and developing weekly program planning reports.
- Discuss children's progress, behaviour and health with parents/designated individuals, answer questions regarding children, the group and the centre while maintaining confidentiality.

**REQUIREMENTS & QUALIFICATIONS:**

- ECE Diploma and Registered member of College of Early Childhood Educators in good standing required
- Experience working in a licenced child care environment
- Working knowledge of the Child Care and Early Years Act and City of Toronto Assessment for Quality Improvement (AQI)
- Ability to maintain neat and accurate records and to prepare reports
- Ability to handle emergencies, crisis and hostile behaviour
- All the regular scheduled immunization and TB
- Valid Standard First Aid Certificate and Infant/Child CPR Level C
- Satisfactory Vulnerable Sector Screening
- Ability to work as a viable member of a large team

**To apply, submit your resume with the position title in the subject line of your email to: [careers@tngcs.org](mailto:careers@tngcs.org)**

TNG is committed to reflecting the communities we serve and to nurturing a respectful and inclusive work environment for all. We encourage qualified applicants of all ages, races, colours, ethnic origins, religions, abilities, gender identities, gender expression and sexual orientations to apply. Candidates invited for an interview are encouraged to inform Human Resources in confidence of their accommodation requirement