

Early Years Professional Development Portal Job Posting Form

In order for your CCRR to post your position to the Portal, please complete the *required fields. Please save this form to your desktop before submitting it to your CCRR. If submitting a hard-copy, please be sure to submit a Job Description for your CCRR to include the the post.

NOTE: Please open using Adobe rather than your browser to ensure that fields and buttons function correctly **Job Title* ECE**

City or Town* Kelowna

Job Description (click inside text box to attach your job description document)*

My Little Leaps Daycare is Hiring!

We are currently seeking **qualified Early Childhood Educators (ECEs)** to join our team and lead a **multi-age room**.

Qualifications

- Basic ECE certification
- Completion of an approved Early Childhood Education program.
- Current First Aid & CPR certification.
- Ability to pass/hold a valid Criminal Record Check (CRC).

Job Type *

Full Time **Monday to Friday**

Part Time

Temporary

Substitute

Days/Times (ex. weekdays, weekends, afternoons, etc.)*

Weekdays Monday to Friday 7:30-4:30, 8-5, 8:30-5:30

Send application to (email contact for job posting):*

Mylittleleapsdaycare@gmail.com

Days/Times (ex. job hours such as weekdays, weekends, afternoons, etc.)*

Weekdays Monday to Friday

7:30-4:30, 8-5, 8:30-5:30

1 of 2

Salary (Just the dollar amount as hourly/monthly/weekly/etc. is in next field)*

Salary Unit*

Hourly: **Starting wage:** \$26–\$28/hr depending on experience (includes \$6/hr Wage Enhancement). \$1/hr raise after 3-month probation. Biweekly Pay Period.

Daily

Weekly

Monthly

Annually

Job Responsibilities (this may be helpful if your uploaded Job Description document did not include the position responsibilities)

Key Responsibilities

- Plan and implement developmentally appropriate activities for a multi-age group that spark learning and curiosity.
- Responsible for managing your own room, with support from management
- Build positive, trusting relationships with children and their families.
- Maintain a safe, clean, and welcoming environment in line with provincial licensing and health standards.
- Support children in developing healthy habits in nutrition, hygiene, and self-care.
- Collaborate with the licensee and coworkers to ensure smooth daily operations.
- **Full benefits package.**
- **5 paid sick days per year.**
- **Two weeks vacation:** one week in summer and one at Christmas.

Company Name* My Little Leaps Daycare

Company Website

mylittleleapskelowna.squarespace.com

