

JOB POSTING

Position:	Early Childhood Education Assistant
Department:	Academic
Compensation:	Hourly; Part-Time (10 hours per week)
Reports To:	Junior School Principal
Starting Date:	August 30, 2017
Closing Date:	Open Until Filled

Queen Margaret's School is looking for a dynamic licensed ECE assistant to work in our Junior Kindergarten (4-year-old program) in tandem with another ECE instructor for 10 hours per week.

Applicants interested in joining Queen Margaret's School community must embrace the ethos of an independent school education, the capacity to develop positive relationships with all community members, and the desire to contribute to a collaborative learning community.

All applicants for this position will be expected to agree to have a Criminal Record Check initiated by Queen Margaret's School.

Applications must include:

- a cover letter
- resume
- two (2) professional references
- Proof of BC ECE Certification or Assistant License

Qualifications:	Responsibilities:
<p><i>The following are requirements for this position:</i></p> <ul style="list-style-type: none"> • Valid BC ECE Certification or Assistant License • Experience running child-care programs for school-aged children • Highly effective communication skills, both verbal and written • Experience, sensitivity and awareness of working within a multi-cultural environment <p><i>Preference will be given to candidates who also have the following skills and qualifications:</i></p> <ul style="list-style-type: none"> • Standard First Aid or above 	<ul style="list-style-type: none"> • Help to create a safe and nurturing classroom • Bring energy, enthusiasm and a love for learning to the classroom • Model the core values of the school • Collaborate with peers to support a student-centred learning environment • Take an active part in all professional development activities, including staff meetings

Interested applicants should email a cover letter, resume, and supporting documents to:

careers@qms.bc.ca