AOPFN EMPLOYMENT OPPORTUNITY

Early Childhood Educator

Department: Mindiwin Manido Day Care

Supervisor: Daycare Supervisor

$49,629.00 - $54,781.00 annually + wage Enhancement

40 hours a week - Full -Time Permanent

Deadline to Apply: Friday November 06, 2026 by 4:00 p.m.

The Early Childhood Educator is responsible for the overall daily supervision, monitoring, care and nurturing of children enrolled in the Mindiwin Manido Day Care programs; The Early Childhood Educator is responsible for the delivering of a children's educational and developmental program that encompasses a wholistic and interdisciplinary team approach. The Early Childhood Educator will interact and communicate with parents/guardians for the overall benefit for the child and/or children.

- Assists children with nutritional and personal care needs including but not limited to toilet, diapering
- Procedures, personal hygiene and medical.
- Interacts with children and builds positive relationships.
- Ensures an inclusive environment for all children.
- Assists with the development, implementation, evaluation and modification of a children's educational and cultural program.
- Provide activities and opportunities i.e. learning through play that encourage curiosity, exploration, and problem-solving appropriate to the development levels of the children.
- Creates an environment conducive to the learning of Algonquin culture and language development and appropriate to the physical, social, intellectual, and emotional development of the children.
- Observes, guides and facilitates the development and positive behaviour of children.
- Maintains daily journals and/or portfolios of each Childs' progress, including samples of their artwork, writing, etc.

For full Job Description please email hr@pikwakanagan.ca

REQUIREMENETS:

- Successful completion of Post Secondary Education diploma in Early Childhood Education
- 1-year experience working in a licensed child care group setting as an Early Childhood Educator.
- Registered and in "good standing" with the College of Childhood Educators of Ontario (CECE)

CONDITIONS OF EMPLOYMENT:

- An acceptable Criminal Records Check and Vulnerable Sector Check; annually.
- Certificate of medical health by a physician and complete record of immunization; annually.
- Current First Aid and CPR "Level C" AED certification; annually
- In professional 'Good Standing' with the College of Early Childhood Educators, on an ongoing basis.
- Maintain 'Registration' with the College of Early Childhood Educators on an annual basis.

How to Apply

- Cover Letter
- Current Resume
- Three (3) professional/work-related references that include name, phone number and email address.

Submit to:
Human Resources Department
Algonquins of Pikwakanagan First Nation
1657A Mishomis Inamo, Pikwakanagan, Ontario, K0J 1X0

hr@pikwakanagan.ca
Subject Line: Early Childhood Educator
Please allow for 24 hours to receive a 'Confirmed Receipt' of your application submission should you apply via email.

Application Procedure: Interested persons must submit a resume demonstrating that they meet the requirements outlined and the names and day contact telephone numbers of three (3) professional references.
Screening Procedure: Applicant must not be a member of the supervisor's immediate family. The best qualified candidate will be defined and determined so as to include the following: Provided the candidate meets the basic requirements of the position and is deemed qualified following the interview process, preference will be given to:
a) the qualified indigenous person who is an Algonquin; then to,
b) the qualified indigenous person; then to,
c) the qualified non-indigenous candidate.
Interviews: Interviews will be conducted in-person or virtually by Teams Meeting. AOPFN has the right to shortlist for interview/assessment purposes of the five (5) most qualified persons and typically establishes an eligibility list.

What Algonquins of Pikwakanagan First Nation Offers:

- Pension Plan
  - (Permanent EE only)
- Paid Sick Days
- 4% Vacation
- Holiday Shutdown
  - (Conditions Apply)
- 14 Provincial and Federal Statutory Holidays
- Health Spending Account
  (Dental, Vision, Prescriptions, etc.)
- Milestone Recognitions & Rewards
- Half days on Fridays prior to holiday Mondays
  - (Conditions Apply)

We are committed to achieving employment equity and developing a highly capable workforce that is representative of Canadian Society. We therefore encourage women, Indigenous peoples, persons with disabilities, and members of visible minority groups to apply and declare themselves as part of one or more of the above mentioned Employment Equity Designated Groups.
AOPFN is also committed to developing inclusive, barrier-free selection processes and work environments. If contacted in relation to a job opportunity or testing, you should advise the recruitment representative in a timely fashion of the accommodation measures which must be taken to enable you to be assessed in a fair and equitable manner. Information received relating to accommodation measures will be addressed confidentially.