

Home Child Care Supervisor Permanent Part Time (21 hours a week)

Manitoulin Family Resources requires a Permanent Part Time Home Child Care Supervisor. This position will be responsible for the day to day operations of Manitoulin Family Resources' Home Child Care Programs on Manitoulin Island and North Shore.

The Successful candidate must have

- 2 year diploma in Early Childhood Education or equivalent.
- Be registered and in good standing with the College of ECE's (Registered Early Childhood Educator).
- Strong understanding of current theories (including How Does Learning Happen?, ELECT and Think, Feel, Act), governing agencies requirements, Child Care and Early Years Act, Public Health and Code of Ethics and Standards of Practice in the Early Learning community.
- Experience in Program Promotion both face to face and online.
- Proficiency with MS Office Suites including MS Word and Excel.
- Strong relationship development skills with the ability to build and maintain both formal and informal networks.
- Sound judgment and decision-making skills with the ability to effectively administer/reinforce policies as appropriate.
- Strong problem solving skills with the ability to analyze and diagnose the issue, reaching a suitable solution.
- Ability to work in stressful situations with the ability to respond to changes and fluctuating demands with shifting deadlines.
- Strong written/communication skills with the ability to clearly articulate directions, concepts and information.
- Experience and understanding of working efficiently in a diverse environment.
- Current Driver's license and access to a reliable vehicle.

Note: The successful candidate must have valid First Aid and CPR certification, up to date medical including immunizations and a clear vulnerable sector screening check. This position has physical requirements such as lifting and physical play with young children.

Manitoulin Family Resources welcomes and encourages applications from people with disabilities. Accommodations are available on request for candidates taking part in all aspects of the selection process.

This position is a permanent part time management position in a unionized environment. Flexibility in scheduling will be required to meet the needs of the programs.

Please forward applications to: Diana St Pierre, RECE, Children's Services Director
dst-pierre@mresources.net