



OCHAPOWACE

P.O. Box 550, Whitewood Saskatchewan, S0G 5C0

"to be independent, proud, prosperous, unified nation, with our own culture, values, language and land" (Ochapowace Vision Statement)

Daycare & Headstart Childcare Provider

Job Summary: The Daycare & Headstart childcare provider reports to the Daycare & Headstart Coordinator and is responsible for assisting in the supervision of the children at all times, communicating with the parents, carry-out programs and maintain a positive learning environment.

Education and experience: Preference will be given to candidate with a grade twelve (12) diploma and/or certificate in Early Childhood Development would be a definite asset. Must have a valid driver's license and reliable vehicle. Provide First Aid and CPR certificate and CRC vulnerable sector check with resume.

Knowledge, skills and abilities: Ensure that all children are supervised at all times, Assist children with personal hygiene, set behavioral limits and use effective communication techniques, Record children's arrival and departure as well as any changes in schedules or special instructions regarding each child, develop and maintain a cooperative relationship with other staff, parents and children, participate in staff meetings, maintain a friendly atmosphere for the children, parents and staff, assist the other childcare providers if needed, other duties as requested by the daycare coordinator, abide by Ochapowace Nation Employee Policy Manual.

Criminal Record Check/Vulnerable Sector Check and Prohibited drug test is required if selected.

Closing Date: September 9, 2020

Please send resume and cover letter, with three (3) references to:

Human Resource Manager

Email: debbie.pelletier@ochapowace.ca

Phone: (306) 696-3015

Fax: (306) 696-3018

Address: P.O. Box 550, Whitewood, SK S0G 5C0