

EXTERNAL JOB POSTING

POSITION:	PROGRAM LEADER—EARLY LEARNING CENTRE
REPORTING TO:	DIRECTOR, HEALTHY CHILD DEVELOPMENT
JOB TYPE:	FULL-TIME, ONE YEAR CONTRACT (35 HRS/WK)
POSTED DATE:	JUNE 29, 2018
APPLICATION DEADLINE:	JULY 9, 2018
EXPECTED START DATE:	ASAP
LOCATION:	TORONTO

ABOUT CHILD DEVELOPMENT INSTITUTE

Child Development Institute (CDI) is a leading children's mental health agency in the City of Toronto offering a range of services to approximately 3,500 children ages 0-12, youth ages 13-18 and their families each year. Our mission is to promote and support the healthy development of children and to strengthen the families and communities in which they live. We provide four streams of service to families in need: early intervention, family violence, healthy child development and specialized mental health services for children and youth with learning disabilities.

POSITION SUMMARY

Child Development Institute is seeking a full time Program Leader for its Early Learning Centres. The incumbent will work with the early learning centre management team to support childcare educators in the ongoing implementation of *How Does Learning Happen?* Ontario Pedagogy for the Early Years (HDLH)/ELECT into daily practise to guide planning and daily interactions with children, families and their communities.

This is a Non-Bargaining position

DUTIES & RESPONSIBILITIES

- Work collaboratively with ELC management team
- Enhance learning opportunities for educators through workshops, cross program training, peer support and collaboration with clinical program (where appropriate)
- Assist educators in design and implementation of program activities and experiences that builds responsive adult child relationships and outcomes.
- Promote program development/strategies guided by, *How Does Learning Happen?* /ELECT
- Assist educators in using daily pedagogical documentation to inform children's development and learning
- Support educators in observation and documentation to identify children's learning needs
- Support educators in their relationships with families and their communities

MINIMUM QUALIFICATIONS AND SKILLS

- Degree/Diploma in Early Childhood Education
- Member in good standing with the College of Early Childhood Education
- Current Standard First Aid Certificate
- Updated health assessment and immunization as required by Ministry of Education
- Three years leadership experience in a childcare environment
- Solid understanding of child development, what pedagogy means for Early Learning and Childcare and how this is expressed
- Knowledge of Child Care and Early Years Act, Ontario Early Learning Framework (HDLH/ELECT), Toronto Children's Services AQL
- Knowledgeable on best practise in providing professional learning opportunities for staff groups
- Advance communication skills (both written and oral)
- Proficiency in Words, Excel, PowerPoint
- Demonstrated commitment to upholding the values of Equity, Diversity and Inclusion
- Excellent time management and multi-tasking skills
- Some evening work required

COMPENSATION: Salary is under review and is subject to skills, abilities and qualifications.

APPLICATION INSTRUCTIONS:

Please submit your chronological resume via e-mail to:

Child Development Institute

Human Resources

E-mail: careers@childdevelop.ca and ccrooks@childdevelop.ca

Thank you in advance for your interest. However, due to the volume of resumes received, only those candidates selected for interviews will be contacted.

Child Development Institute is an Equal Opportunity Employer. We value inclusivity & diversity in the workplace. In accordance with the Accessibility for Ontarians with Disabilities Act, 2005 (AODA) and the Ontario Human Rights Code (OHRC). Child Development Institute will provide accommodations throughout the recruitment & selection process to applicants with disabilities. During any stage of the recruitment process, please notify Human Resources of the nature of any accommodation(s) you may require. Any information received relating to accommodation measures will be addressed confidentially.

All applicants are advised that offers of employment are contingent upon the successful completion of a Venerable Sector Police Check.