



FORT McMURRAY # 468
FIRST NATION

Box 6130 Fort McMurray, Alberta T9H 4W1
Telephone: (780) 334.2293 | Facsimile: (780) 334.2457

EMPLOYMENT OPPORTUNITY

Child Care Worker

JOB OVERVIEW:

Reporting to the program supervisor, the Child Care Worker-L2 or L-3 will ensure the safety and welfare of children at FMFN468 Daycare. This position is also responsible for planning and implementing day-to-day activities for the children.

RESPONSIBILITIES:

Provide care for children, setting schedules and routines, grooming, feeding, changing diapers, and cleaning rooms and toys.

Developing and encouraging age-appropriate learning and socialization ensures children learn basic skills and concepts, such as communication, manners, sharing.

Maintain a safe workplace by monitoring children for health, behavioural, and emotional issues and reporting concerns to staff and parents.

Helping children discover new interests by introducing them to art, music, sports, and other potential hobbies.

Ensuring children are learning positive behaviours and providing guidance.

Prepare children to enter the next level of care or for entry into school.

Work with parents to help children progress towards educational and behavioural goals.

Assist with program planning and general oversight of the childcare facility's daily operations.

Assist with training of level 1 and or childcare assistants while ensuring safety and welfare of all children and staff

Communicate, monitor the use of and enforce proper child discipline methods to junior staff.

Track and maintain all appropriate records and documentation such as attendance, sign-in sheets, student counts, and program plans and ensure accuracy and up to date.

Display and promote a positive attitude and helpful approach with parents and caregivers.

Other duties as assigned

REQUIREMENTS:

Minimum 2-3 years experience working in childcare or with children

Child Development Diploma or Child Care Worker Certification (formally Level 2) or equivalent

A class 4 drivers license would be an asset or willing to obtain the license and be able to drive the bus occasionally

Current Standard First Aid with -Level C CPR and a Criminal Record Check with vulnerable sector



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Food Handling Certificate (willingness to obtain within 90 days of employment)
Safety conscious with keen observational skills
Excellent leadership skills and confidence giving direction

WHY APPLY?

In addition to your Salary/Hourly earnings, we also offer the following:
Our commitment to accountability, respect for one another, and hard work.
A benefits package with Insurance, Medical, Dental, and Vision coverage
A healthy work-life balance with half-day Fridays
Employee and Family Assistance Program
We care a lot about your future, and we offer a defined contribution Registered Pension Plan
An opportunity to work for a harmonious community with a rich culture that builds its economic and social success

Please email your resume to HR@fmfngroup.com. FMFN #468 would like to thank all applicants at this time; however, only candidates selected for interviews will be contacted directly.