

Early Childhood Assistant

Kinderbrook Montessori, a leading Montessori childcare centre, is seeking for an Early Childhood Assistant. The ideal candidate must be a caring educator whose primary goal is to nurture and inspire each child's love of learning. Ideal candidates should have the ability to follow the child and believe that the child will show their true nature within the Montessori environment.

Qualifications

- Early Childhood Assistant Certification is considered an asset.
- Must have some knowledge of Childcare Early Years Act Requirements (CCEYA).
- Must have Standard First Aid and CPR Certification Level C.
- Must have a valid Criminal Vulnerable Sector Check
- Must complete employers' necessary medical examination.
- Must have excellent oral and written communication skills.
- Must have excellent interpersonal communication skills.
- Must know child development principles and practices.
- Must have patience and humility.
- Must have the ability to work effectively in a team environment.
- Must communicate effectively with children, parents/guardians, colleagues, and management.
- Must commit to preparing and maintaining the environment in perfect order.
- Experience working with children in a childcare or educational setting is considered an asset.
- Montessori Experience is considered an asset.
- Second Language is considered an asset.

Responsibilities

- Provide a safe, positive, inclusive, nurturing, and engaging environment for children.
- Foster social, emotional, and cognitive development through Montessori materials and educational activities.
- Collaborate with parents and guardians to ensure the well-being and progress of each child.
- Assist the lead teacher in keeping accurate records of each child's progress and development.
- Assist lead teacher in developing and implementing age-appropriate monthly themed curriculums.
- Assist the lead teacher in developing and implementing age-appropriate individual Montessori lesson plans.
- Assist the lead teacher in implementing the Montessori philosophy and curriculum in the classroom.
- Assist the lead teacher in developing a monthly classroom newsletter.
- Assist the lead teacher in completing two annual progress reports for each child.
- Assist lead teacher in developing, engaging, and implementing a 2-hour outdoor curriculum with children.
- Prepare and maintain a Montessori environment that is clean, organized, and stimulating.



Responsibilities cont.

- Daily Child Report must be maintained regularly and updated daily via school's Lillio app
- Must attend staff meetings and professional development sessions as required.
- Must attend all extra events planned by the company.
- Must attend all parent-teacher interviews.
- Maintain required Sanitary practices.

Job Type

- Full-time Monday to Friday
- Available to work hours between 7:30 a.m. – 6:00 p.m

Benefits

- Extended Health Benefits
- Extended Dental Benefits
- Vision care

