



# Membertou

WELCOMING THE WORLD!

## Employment Opportunity

**Job Title:** K3-Early Childhood Educator (1 Year Term Position)  
**Department:** Education  
**Reports to:** Director of Education / Daycare Administrator

Membertou Daycare Centre is seeking applicants for an Early Childhood Educator position. Under the authority of the Administrator, the Early Childhood Educator is responsible for children in all aspects related to the development of their learning skills, hygiene, health, welfare and safety. The Early Childhood Educator oversees the planning and application of well-balanced programs and activities for children aged 2-4 enrolled in the Centre.

### Duties and Responsibilities:

- The educator is responsible for children in all aspects related to the development of their learning skills, hygiene, health, welfare and safety
- The educator is also in charge of the planning and application of a well-balanced program of activities for the age group assigned to her/him
- Works as a team, strives to create a happy atmosphere of caring, growth, learning, stimulation, creativity, and respect.
- Plans, organizes and leads daily activities designed to stimulate intellectual, physical and emotional growth of children. Encourage co-operation and participation
- The teacher is to always ensure the safety of all students, such as class time, mealtimes, gym period, and indoor/outdoor play periods. Also, to and from these areas.
- Assists with the preparation of activity on the center's beliefs/values and policies.
- Works as a team, strives to create a happy atmosphere of caring, growth, learning, simulation, creativity and respect.
- Directs and assists children with their everyday needs, in the development of proper eating, resting, and hygiene habits, such as brushing teeth, washing up before eating and toilet habits.
- Individual Education Plan (IEP) & Development and implementation of K-3 curriculum
- Keeps director/administrator informed of any problems that may occur during the day, i.e.) an infectious childhood disease such as impetigo, measles, chicken pox, mumps, and infestations such as head lice or scabies
- Do evaluations for ECE student practicums & yearly long- and short-term lesson planning
- Planning and working with other teachers & administrators in the preparation of special activities/events such as field trips.
- Comply with Band Personnel Policy.
- Maintain positive relationships with Membertou's Internal and External Customers, ensuring transactions or information received on behalf of the Band and/or its members are kept confidential.
- Maintain and improve Membertou's Quality Management System as it relates to job related duties and/or department.
- Other department related duties as required by the Director/Daycare Administrator.

### Qualifications:

- Must have Early Childhood Education (ECE) Certificate.
- Have experience of working with young children.
- Must provide an updated Child Abuse Registrar and Criminal Record Check.

***Preference given to Aboriginal peoples in accordance with the Aboriginal Employment Preferences Policy of the Canadian Human Rights Commission.***

Resumes with Cover Letters can be submitted to:  
Membertou Human Resources Department

**Attention: Priya Shyla**  
47 Autwen Ma'sl Awti  
Membertou, NS B1S-2P5

Or via email to: [jobs@membertou.ca](mailto:jobs@membertou.ca)

**DEADLINE FOR APPLICATIONS:** Friday September 26<sup>th</sup>, 2025, at 4:30 PM AST.

***Thank you for applying, however, only those selected for an interview will be contacted.  
Membertou reserves the right to pause, extend or revoke this posting at any time without notice.***