

Early Childhood Educator

Varsity Community Association was incorporated in October, 1965 and for over 50 years has had the Mission of “Enhancing and Enriching the Quality of Community for Varsity Residents.”

In 1984 the Out of School program was started on a 3 month trial basis at the request of some parents from Varsity Acres Elementary School and under the advice of City Parks and Recreation.

They started out with 9 children from 3:00pm – 5:30pm. The area designated to operate the program was used as change rooms and a concession. The skating arena outside was where children came for organized hockey. The program expanded to offering care on Teachers Convention, professional days and eventually to a full summer program. The licensed capacity grew to 54 and many years later expanded to 84. In 2007 the garage and locker area were renovated to give us Classroom Three. We have grown to be one of the largest Out of School Care Programs in the city.

Responsibilities:

Childcare providers will maintain a safe and stimulating environment for children and their families. This role requires the ability to interact and communicate with the children in a way which conveys respect and nurturing. Childcare providers will ensure communication with parents through timely discussions in positive and respectful manner and consistently attend staff meetings as required. All individuals in this role will maintain open, friendly and co-operative relations with each child’s family, encourage their involvement in the program and ensure communication is maintained with all parties. Childcare providers will have demonstrated the ability to work co-operatively and effectively as a team member by communicating and contributing information on a continuous basis. It is important that all staff members assist in the cleaning and organizing the child care rooms with the combined efforts of all staff and children, supervise children both on and off-excursions with access to first aid kits, maintain indoor/outdoor safety checklists for a safe environment based on safety standards set by the program.

What you bring to the table:

- Some post-secondary is preferred or currently enrolled.
- Completed PRC clearance/vulnerable sector.
- Current First Aid/CPR certification.
- Experience working with persons from diverse cultural and economic backgrounds.
- Must be flexible and adaptable to meet the needs of the children, families and the program.
- Ability to be a responsive team player within an active program that constantly requires adjustments of competing priorities.
- Experience working in childcare or youth recreation an asset.
- Must be fluent in English both spoken and written.
- Ability to complete online Level 1 course within 6 months.

Working Conditions:

- Frequently required to shift attention between tasks quickly while maintaining accuracy.
- Frequently required to quickly respond to requests with minimal or ambiguous information.
- Occasional need to lift and move items (weighing up to 30 pounds).
- Frequent transitions standing and sitting.
- Ability to multi-task and prioritize tasks.

- Must be dressed appropriately for all weather conditions.

What we offer:

- Flexible schedule between 7am-6pm Monday to Friday.
- No evenings and weekends.
- Starting wage of \$16 per hour (based on experience of Levels 0-3).

If this role excites you, we want to hear from you! Please take the time to tell us about yourself in a cover letter — we want to hear your story — your background, your accomplishments, and why this role is a good fit for you.

Please submit your cover letter and resume to childinfo@vcacalgary.com, Varsity Out of School Care thanks you for taking the time to consider this position. Please understand that only individuals chosen for an interview will be contacted.