

Internal Posting Members Only

Early Childhood Educator Assistant  
Full-Time, Permanent

Kitselas First Nation is seeking a dedicated Early Childhood Educator Assistant to join our Health Department. Reporting to the ECE Supervisor, the successful candidate will assist in the care and education of children aged 30 months to 5 years in the Kitselas Head Start Program. This role includes supporting program planning, maintaining a safe and inclusive environment, and working closely with families and health professionals to improve outcomes for children.

#### Education and Experience

- Early Childhood Educator Assistant Certificate with valid License to Practice
- Infant/Toddler certification preferred
- Minimum 2 years experience working with children in childcare or recreation settings
- Valid First Aid/CPR and Food Safe Certifications
- Up-to-date immunization records and TB test
- Clean Criminal Record Check
- Experience in health or community programming preferred
- Understanding of federal/provincial childcare policies
- Experience working in a First Nations community or organization is preferred

#### Skills and Abilities

- Positive team player with a strong work ethic
- Effective communicator with sound judgment and strong observational skills
- Able to follow direction and work independently
- Physically able to carry out childcare duties
- Flexible, dependable, and committed to ongoing learning
- Maintains confidentiality and demonstrates tact and professionalism
- Able to contribute positively to the day-to-day operations of the Centre

Wage: @22.00 - #23.50 (Commensurate with education and experience)

To request the full job description, please email [jobopportunities@kitselas.com](mailto:jobopportunities@kitselas.com). Interested applicants are asked to submit a cover letter, résumé, and three references. Specify “ECE Assistant” in your application and clearly outline how your qualifications meet the requirements of the position.

Deadline: July 14, 2025, at 4:00 pm

Submit to: [jobopportunities@kitselas.com](mailto:jobopportunities@kitselas.com)

We thank all applicants for their interest; only those selected for an interview will be contacted.

