

3-5 Years Program Lead Childcare Educator – ECE (Internal/External)

Kitsilano Neighborhood House & ANHBC

The Association of Neighbourhood Houses of BC (ANHBC) builds healthy and engaged neighbourhoods by connecting people and strengthening their capacity to create change.

ANHBC is the legal entity and umbrella organization made up of eight neighbourhood houses, an outdoor camp and central services. We operate more than 300 community-based programs and services for a diversity of participants. At ANHBC, we are committed to Reconciliation, Decolonization and Anti-racism. Together with community, we build strong and supportive relationships at welcoming and inclusive sites throughout Metro Vancouver. To learn more about ANHBC, visit www.anhbc.org

ANHBC is currently seeking experienced childcare educators who share [ANHBC's values](#) to join our Kitsilano Neighbourhood House childcare team. Neighbourhood houses are highly collaborative with a strong team framework. The right person for this position is passionate about community development, social justice and is values-aligned with our organization.

About You

Kitsilano Neighbourhood House is looking for a Team Lead who values collaboration, community and equity. You thrive in a fast paced environment and are enthusiastic, self-motivated, organized and flexible. The successful candidate will have excellent communication, curriculum design and guiding and caring skills and the ability to work in a diverse, and multicultural environment.

About the Position

Working with a team of educators in our full day program for children aged 36months – School Age, the Lead Childcare Educator provides a developmentally appropriate Reggio inspired and inclusive quality Daycare Program for children. A **Lead Childcare Educator performs all of the following duties:**

- Leadership
 - Empower staff team to co-create and deliver developmentally appropriate curriculum
 - Assists in orienting and coaching staff, practicum students and volunteers in consultation with the Program Coordinator
 - May be required to work in other Kits House childcare programs to ensure continuity of care & ensure licensing regulations are met
- Administrative
 - Assists in planning, organizing and coordinating resources, equipment and supplies
 - Writes program reports, collects statistics and keeps other program related documentations in place
 - Communicate and promote program information both internally and externally
- Curriculum Design

- Use innovative methods for documentation and curriculum design such as the use of anecdotal observations, finished products, photographs, and written dialogue
- Attend meetings and workshops to develop and discuss program curriculum and work competencies
- Interact with children and staff to encourage their involvement in activities
- Guide and assist children in the development of proper eating, dressing and toilet habits
- Have an understanding of typical developmental pathways
- Safety
 - Be informed of and follow all licensing regulations and requirements
 - Use positive methods of discipline that is child-centered and respectful
 - Classroom monitoring
 - Ensure room is clean and toys are disinfected, furniture, equipment and toys are safe for children and cleaning products or medicines are kept where children cannot get to them
- Community Culture
 - Be available to connect families with community resources
 - Establish and maintain collaborative relationships with other community service providers
 - Establish and maintain good communications with families
 - Work collaboratively with volunteers and practicum students
 - Perform other duties (as needed)

Skills & Qualifications:

- Minimum 2 years Experience in licensed childcare
- Valid ECE
- Valid First Aid Certificate
- Minimum age 19 years (as per licensing regulations)

Hours & Location: *This is a regular full-time position (35 hours per week, 5-day workweek) that requires a consistent in-person presence at Maple Childcare at Henry Hudson Elementary School.*

Start date: *As negotiated no earlier than middle of April*

Salary & Benefits: *Competitive benefits package including vacation, paid sick time, group medical and pension and professional development opportunities; \$24.32 **plus \$6/ECE Wage Enhancement**, Annual Salary from \$44,430 band C4.*

The Association of Neighbourhood Houses of BC is an equal opportunity employer. We place a high value on equity, diversity and inclusion. We encourage individuals who are Indigenous, Black, and People of Colour (IBPOC), individuals with disabilities, and members of the LGBTQIA2S+ communities to consider applying for the position.

How to Apply: All qualified individuals who share our values are encouraged to apply by March 31st 2025 to: childcareadmin@kitshouse.org ***Please include the position you are applying for in the subject line of your email.***

Association of Neighbourhood Houses of British Columbia
 Member Houses: Alex NH, Cedar Cottage NH, Frog Hollow NH, Gordon NH,
 Kitsilano NH, Marpole NH, Mount Pleasant NH, South Vancouver NH and Sasamat Outdoor Center



ASSOCIATION OF
NEIGHBOURHOOD HOUSES BC

To help us track our recruitment effort, please indicate in your cover letter where you found this posting. We thank and acknowledge all applicants and will contact those selected for interviews. No phone calls please.

We acknowledge that our houses, camp and central services office are situated on the stolen, traditional, ancestral and unceded territories of the Coast Salish people including the Musqueam, Squamish, Semiahmoo, Kwantlen, Tsleil-Waututh, Kwikwetlem, Tsawwassen and Sto:lo Nations.

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