

Job Posting

Educator Level 1 – Registered Early Childhood Educator

Starting Salary: \$27.50 per hour

Location: Various Sites

Various Employment Terms Available:

- Permanent Full-Time (30-35 hours per week)
- Permanent Part-Time (5-29 hours per week)
- Casual (on-call – hours not guaranteed)

This position is based on a Monday – Friday schedule with occasional evenings as per organizational requirements.

OCOF/Nena maintains an ongoing recruitment pool for qualified professionals who are passionate about early learning, inclusion, and community impact.

Our Children, Our Future / Nos enfants, notre avenir (OCOF/Nena) is a mission-driven organization dedicated to meeting the diverse needs of children, families, and communities through inclusive, impactful programs and services. Rooted in values and guided by long-term vision, OCOF/Nena operates with a clear focus on positive social change, professional excellence, and sustainable growth.

Job Summary:

The Educator Level 1 is a Registered Early Childhood Educator (RECE) who provides nurturing care and education to young children within a group setting. This position is responsible for designing and delivering developmentally appropriate programs that promote each child's physical, emotional, social, and cognitive growth, while maintaining a safe, inclusive and stimulating learning environment. They operate in accordance with the organization's Program Statement, the Child Care and Early Years Act (CCEYA), and the College of Early Childhood Educators' Code of Ethics and Standards of Practice. This role requires dedication to fostering healthy child development through play, structure, family engagement and professional collaboration.

Key Responsibilities:

- Plan and implement inclusive, play-based, and developmentally appropriate programs.
- Foster emotional, social, physical, and cognitive development through play-based learning.
- Support children in daily activities and routines, including diapering, meals, and rest.
- Foster a nurturing and responsive environment that promotes exploration and creativity.
- Communicate regularly and effectively with families to support each child's learning journey.
- Promote diversity and inclusion in all programming and classroom environments.
- Support positive behaviour guidance through redirection, encouragement, and modeling.
- Maintain a safe, healthy, and welcoming environment both indoors and outdoors.
- Document children's activities and milestones through observations, photos, and learning stories.
- Collaborate with colleagues, specialists, and families to meet individual learning and care needs.
- Uphold the highest standards of ethical conduct, professionalism, and confidentiality at all times.

Qualifications and Skills:

I. Education & Certificates

- Post-Secondary Diploma in Early Childhood Education (ECE) from a recognized institution.
- Registered with the College of Early Childhood Educators (CECE) and in good standing.
- Must be 18 years of age or older.
- Current Standard First Aid and CPR Level C (or willingness to obtain)
- Food Handlers (or willingness to obtain)
- Current Satisfactory Vulnerable Sector Criminal Record Check (within the last six months)

II. Experience

- Knowledge of CCEYA, *How Does Learning Happen?*, and Ontario's Pedagogy for the Early Years.
- Previous experience in a licensed child care setting an asset.

III. Skills

- Ability to work fluently, orally and in writing, in both official languages, French and English, required at some locations.
- Passion for working with children and fostering their individual growth.
- Strong communication, teamwork and problem-solving skills.
- Excellent interpersonal and organizational skills.
- Excellent verbal and written communication skills.
- Time management and critical thinking skills.
- Decision making and problem-solving skills.
- Conflict resolution skills.

Additional Considerations:

- Work conditions include ability to lift up to 40 lbs, ability to do all of the following: bending, stooping, stretching, squatting, pushing, pulling, sitting, walking and running.
- This position requires considerable flexibility.
- Interactions with children, family members and community partners.
- Noise level can be moderate to loud.

How to Apply:

Please submit cover letter and resume by email to our HR department, or apply through the Careers page on our website:

By Email: Hiring@ocof.net

Equity, Accessibility & Recruitment Transparency:

Our Children, Our Future / Nos enfants, notre avenir (OCOF/Nena) is an equal opportunity employer committed to building an inclusive, diverse, and accessible workplace. We encourage applications from Indigenous, Black, racialized, 2SLGBTQ+, and differently abled individuals, as well as members of equity-deserving communities.

In accordance with the Accessibility for Ontarians with Disabilities Act (AODA), accommodation is available throughout the recruitment and selection process. Applicants are encouraged to make their needs known in advance.

This recruitment process may use automated tools or artificial intelligence to support application screening and candidate review. These tools do not replace human decision-making in the hiring process.

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