



## Kinistin Sauleaux Nation – Early Childhood Educator

<b>Job Title:</b>	Early Childhood Educator	<b>Job Category:</b>	Admin & Operations
<b>Department/Group:</b>	Daycare/Health	<b>Position Type:</b>	Contract
<b>Location:</b>	Kinistin Daycare	<b>Date Posted:</b>	April 20, 2026
<b>Direct Supervisor:</b>	Health Director	<b>Post Expires:</b>	May 4, 2026

### Applications Accepted By:

<b>EMAIL:</b> <a href="mailto:Human.resources@kinistin.com">Human.resources@kinistin.com</a> Subject Line: ECE	<b>MAIL:</b> PO Box 2590, Tisdale, SK S0E 1T0
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### Job Description

#### POSITION SUMMARY

The Early Childhood Educator (ECE) is responsible for providing a safe, nurturing, and developmentally appropriate environment for children. The ECE supports the physical, emotional, social, and cognitive development of children through play-based learning and structured activities.

The ECE will incorporate cultural teachings, language, and community values into programming while fostering positive relationships with children, families, and staff.

#### DUTIES AND RESPONSIBILITIES:

##### Child Care & Supervision

- Provide a safe, caring, and inclusive environment for all children
- Supervise children at all times, ensuring their well-being and safety
- Support children's emotional and behavioral development using positive guidance techniques

##### Program Planning & Implementation

- Plan and implement age-appropriate, play-based learning activities
- Support early learning in areas such as language, social skills, motor development, and creativity
- Incorporate cultural teachings, traditions, and language into daily programming
- Adapt programming to meet individual developmental needs

##### Health, Safety & Well-Being

- Maintain a clean, safe, and organized classroom environment
- Follow all health, safety, and licensing regulations
- Administer first aid when required and report incidents appropriately
- Assist with meals, snacks, and hygiene routines

##### Family & Community Engagement

- Build positive relationships with parents/guardians and communicate regularly regarding child development
- Participate in meetings, events, and community activities
- Respect and incorporate family and cultural values into care practices

##### Team Collaboration

- Work collaboratively with other educators, support staff, and leadership
- Participate in staff meetings, training, and professional development
- Support a respectful and inclusive team environment

### **Administration & Documentation**

- Maintain daily logs, attendance, and child development records
- Observe and document children's progress and milestones
- Report concerns regarding child development, health, or safety

### **QUALIFICATIONS AND EDUCATION REQUIREMENTS**

- Minimum: Completion of Early Childhood Education Orientation; Early Childhood Education (ECE) Certificate is preferred
- Must provide a valid Criminal Record Check and Vulnerable Sector Check upon application
- Valid First Aid/CPR Certification, Safe Food Handling Certificate, and WHMIS Certification required
- Candidates who do not currently possess ECE certification or required credentials must be willing to complete training within the first year of employment
- Must provide a current Medical Certificate, including TB Test results and proof of immunizations
- Must be physically able to lift children and actively engage in floor-level play and activities
- Valid Saskatchewan Driver's License required; access to a reliable vehicle is considered an asset
- Ability to speak Saulteaux, knowledge of Saulteaux culture and spirituality, and experience working with First Nations communities are considered strong assets

### **KNOWLEDGE, SKILLS, AND ABILITIES**

- Strong understanding of child development and early learning principles
- Ability to create engaging, age-appropriate programming
- Strong communication and interpersonal skills
- Patience, empathy, and a nurturing approach to child care
- Ability to work independently and as part of a team
- Knowledge of Indigenous culture, language, and traditions is an asset

### **WORKING CONDITIONS**

- Work is performed in a childcare or classroom setting
- Requires active supervision, including standing, walking, and lifting children when necessary
- May include outdoor activities in varying weather conditions

### **CULTURAL EXPECTATIONS**

- Demonstrates respect for Indigenous culture, values, and traditions
- Maintains confidentiality and professionalism
- Supports cultural programming and community involvement.