



PO Box 130. Carcross, Yukon Y0B 1B0
(867) 821-4251
www.ctfn.ca

Employment Opportunity



Job Title: Aux. Early Childhood Education Worker
Department: Capacity
Employment Status: Auxiliary On-Call
Salary: \$19.89-\$23.91 / hour

Closing Date: Until Filled

JOB SUMMARY

Under the direct supervision of the Carcross Tagish First Nation (C/TFN) Haa Yátx'i Hidí Supervisor, the Auxiliary Early Childhood Education Worker is responsible for assisting in the daily operation of the Haa Yátx'i Hidí Center. This position is responsible for ensuring that the Haa Yátx'i Hidí Centre operates effectively, meeting the needs of its clients, in providing temporary care of infants, toddlers, pre-school and school aged children.

PRINCIPAL DUTIES AND RESPONSIBILTIES

- Working with parents, family and children,
- Dealing with sensitive care issues,
- Providing quality childcare for community children,
- Assisting with the preparation and delivery of snacks and lunches,
- Keeping a clean and tidy Centre,
- Willingness to work with different age groups while doing different indoor and outdoor activities.
- Attending scheduled internal staff meetings.
- Working with staff and helping deliver ECE culturally relevant programing.

- Abiding by rules set by C/TFN and regulatory agencies.
 - Assisting with Haa Yátx'i Hidí fund raising activities.
 - Grade 12, or equivalent.
 - Recognized completion of ECD Level 1 (must be willing to obtain ECD accreditation if not a current holder).
 - A good knowledge of First Nation culture and traditions.
 - Knowledge of general administration and/or office procedures.
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We thank all those who apply and advise that only those selected for further consideration will be contacted.

Please Note:

- No compensation will be given for moving costs and applicants must be eligible to work in Canada.
- Job descriptions are available from C/TFN Human Resource Department
- For more information and to see additional employment opportunities, please visit our website at: www.ctfn.ca/employment

**PLEASE QUOTE THE COMPETITION TITLE ON YOUR APPLICATION WHEN APPLYING.
APPLICATIONS/RESUMES MUST BE RECEIVED BY 11:59PM ON THE CLOSING DATE.**

Apply to:
Carcross/Tagish First Nation
Human Resources Department
Box 130, Carcross, Yukon Y0B 1B0
Phone: (867) 821-4251 Ext 8269
Email: HumanResources@ctfn.ca