



### CAREER OPPORTUNITY

**Job Title:** SUPPLY EDUCATOR  
**Reports To:** Program Supervisor  
**Location:** Westboro Children's Centre, 407 Hilson Ave., Ottawa  
Greenboro Children's Centre, 1400 Cahill Dr., Ottawa

**ABOUT The Charlotte Birchard Centres of Early Learning, please visit [www.cbcel.ca](http://www.cbcel.ca)**

Looking for **SUPPLY EDUCATORS** to join an amazing team!

Westboro Children's Centre and Greenboro Children's Centre are looking for energetic, creative, and dynamic Registered Early Childhood Educators or a diploma in a related field such as a Child and Youth Worker to work with toddler, preschool, kinder and school age children. Candidates must be certified in Standard First Aid and CPR training and have a clear police reference check with Vulnerable Sector Screening. Working knowledge of How Does Learning Happen and ELECT are an asset.

Abilities must include: professional and best practice skills with colleagues, children, families and the community as well as strong programming skills. Candidates should possess the ability to demonstrate excellent written and verbal communication and be able to work as part of a committed and dedicated team. Knowledge of Ministry of Education CCEYA, 2014 legislation are a benefit.

### KEY OBJECTIVES:

To perform duties in accordance with the mission statement and core values of CBCEL and the mandate of Group Programs.

To provide high quality child care in a group setting that meets the diverse needs and promotes optimum physical, social, emotional, cognitive and intellectual development of the children in the program .

To take responsibility for their own learning and make decisions about ways to integrate knowledge from theory, research, their own experiences to foster children's learning and development.

### QUALIFICATION

- Diploma in a related field (College diploma in Child and Youth Worker or Registered Early Childhood Educator qualifications are required for some programs)
- Current Standard First Aid and CPR certification.
- Updated Health Assessment and Immunization
- Clear Police Reference Check for Vulnerable Sector (within 6 mths of employment)
- Leadership qualities, positive attitude and strong interpersonal skills
- Proven ability to work effectively and professionally in a multi-faceted environment
- Possess strong communication skills both verbal and written
- French language would be an asset
- Double vaccinated (COVID)

### How to Apply

Please send resumes and cover letters to

Cathy Romano-Franzese, Executive Director

Email: [westborochildrenscentre@cbcel.ca](mailto:westborochildrenscentre@cbcel.ca)

Only qualified individuals being considered for the position will be contacted for an interview.

*Working together to give all children the same quality, the same chance.*