

The Halton Resource Connection (THRC) is a program of Milton Community Resource Centre, operated in partnership with Halton Region.

Date Posted: February 3rd, 2020

Position: Quality First Consultant

Number of Vacancies: 1

Location: 410 Bronte Street South, Milton

Hours/Week: 35

Salary: \$24.00/hour

Reports To: Quality First Supervisor

Quality First is seeking an experienced RECE, to provide support and consultation to the Halton child care community. If you are passionate about quality care for all children, incorporate a coaching and mentoring perspective into your work with others and have developed keen observation skills, we encourage you to apply for this exciting opportunity.

Job Description/Responsibilities:

- Promote and inform the early childhood community about the Quality First (QF) Program, its objectives and the QF Model
- Support the development of professional working environments with Owners/Operators, Supervisors and all Educators
- Implement the Quality First Model, utilizing a coaching and mentorship approach
- Complete observations and scoring; support reflection, goal setting and the development of action plans
- Create and facilitate professional learning opportunities as they relate to QF
- Maintain contact with licensed programs, responding to phone and e-mail inquiries as per THRC Service Standards
- Collect, record and file all required documentation and paperwork
- Collect and report evaluation results to the Supervisor as required
- Model professionalism at all times by adhering to the Code of Ethics and Standards of Practice by the College of Early Childhood Educators
- Foster ongoing community collaboration and partnerships with outside agencies, community agencies, and stakeholders through participation on committees, working groups, and projects
- Promote THRC's resources and professional learning opportunities
- Perform other duties as assigned

Qualifications:

- Registered Early Childhood Educator and current member in good standing with the College of ECE - Diploma/Degree in Early Childhood Education
- 3-5 years' experience in a Supervisory or leadership role with proven coaching, consultation and mentoring skills
- Proficient understanding of all the Environmental Rating Scales and experience with observation

- Experience with adult education and facilitation
- Strong understanding of the current Ministry of Education Documents
- Administrative experience including a working knowledge of Microsoft Office Suite
- Independent decision making with excellent planning and organizational skills
- Flexibility to work some evenings and weekends
- Bilingual - French preferred
- Standard First Aid Level C Certification required

MCRC is committed to diversity and accessibility. To this end, MCRC endeavors to reflect the cultures, languages and abilities of the families we serve in our programs, services and employment practices. Please identify if you require any accommodations during the recruitment process in your application.

Please forward your cover letter and resume to Sophia Capone, Human Resources Assistant, at sophias@mcrc.on.ca by February 10th, 2020 @ 4pm