



# BINGWI NEYAASHI ANISHINAABEK

## JOB POSTING – Indigenous Early Learning Worker

*Full-Time Position*

### Position Summary

#### Indigenous Early Learning Resource Worker

#### Job Description

##### **PURPOSE:**

The Indigenous Early Learning Resource Worker will be responsible for assisting in the development, implementation, and management of early childhood education programs. This role ensures that services are culturally appropriate, accessible, and responsive to the unique needs of Indigenous children and families in Bingwi Neyaashi Anishinaabek First Nation. This position is full-time contract position with the possibility of renewal and is contingent on the availability of funding.

##### **ACCOUNTABILITY:**

The Indigenous Early Learning Resource Worker collaborates with the Program Coordinator of the BNA EarlyOn Program. The position will abide by the policies and procedures of Bingwi Neyaashi Anishinaabek First Nation and be required to attend staff meetings and relevant training and workshops.

##### **DUTIES & RESPONSIBILITIES:**

###### **Program Development & Implementation:**

- Assist in the design, development, and rollout of Indigenous-focused early learning and childcare programs.
- Ensure that programs reflect Indigenous culture, language, values, and traditions.
- Work with Indigenous communities, Elders, families, and local leaders to incorporate their input into program design.
- Assist in planning monthly programming and curriculum centered around the Ojibwe language and culture.
- Incorporate age-appropriate developmental skills, emotional regulation skills, hygiene, and self-care into daily programming.
- Develop and implement child-care programs that support and promote the physical, cognitive, emotional and social development of all children.
- The Indigenous Early Learning Resource worker will oversee the daily/weekly cleaning checklist, and ensure all supplies are routinely stocked.

###### **Cultural Competency & Community Engagement:**

- Support the inclusion of Indigenous language programs, ceremonies, and teachings within early learning settings.
- Create a welcoming environment for children, families, and staff that reflects Indigenous cultural values.

**Program Monitoring & Evaluation:**

- Assist in tracking the effectiveness of the programs through data collection, feedback from community stakeholders, and other evaluation methods.
- Continuously improve program delivery based on evaluations and community input.
- Assist in compliance monitoring with applicable regulations, policies, and funding requirements.
- Plan alongside the Coordinator and program staff to purchase materials/ supplies for the center as well as develop an appropriate floor plan that follows the Early Childhood education guidelines and maintains an environment that protects the health, security, and well-being of children.

**Staff Training & Support:**

- Attend professional development opportunities, focusing on cultural competency and best practices in Indigenous early childhood education when needed/required.

**Advocacy & Policy Development:**

- Assess the abilities, interests, and needs of children and discuss progress or problems with Parents/caregivers and other staff members.
- Observe children for signs of potential learning or behavioral issues and prepare reports for parents, caregivers, supervisors, and family counselors for possible referrals for assessments.
- Follow the Duty to report guidelines.

**QUALIFICATIONS:**

- Early Childhood Education diploma will be considered an asset.
- Valid driver's license
- Deep understanding of Indigenous cultures, languages, and traditions, as well as a strong commitment to reconciliation and decolonization in education.
- Leadership & Program Management: Experience managing programs, teams, and budgets, especially in community-based settings.
- Collaboration: Ability to work with a variety of stakeholders, including Indigenous communities, parents, government agencies, and educational institutions.
- Communication: Strong interpersonal and communication skills, particularly in crosscultural contexts.
- Policy Knowledge: Familiarity with local, provincial, or national early childhood education policies, as well as the specific challenges facing Indigenous communities.
- Relevant Education & Experience: A background in early childhood education, social work, community development, or a related field. Experience working within or alongside Indigenous communities are often preferred.
- Effective oral and written communication skills.
- Occasionally, work demands result in considerable fatigue, requiring periods of rest. Physical effort, including sitting, standing, and walking, is required on a regular basis, as is physical strength and endurance (i.e. lifting children and pushing/pulling wagons and carts) and working in awkward or cramped positions requiring bending and kneeling. Gross motor skills requiring strength and coordination and maintaining physical balance are regularly required when performing activities with children.
- Ability to work evenings or weekends on an occasional basis

**TERMS AND CONDITIONS:**

- Must provide a vulnerable sector check that is satisfactory to the Bingwi Neyaashi Anishinaabek First Nation.
- Must sign an Oath of Confidentiality, Declaration of Understanding, Conflict of Interest, and Code of Conduct.
- Must provide immunization record to the Bingwi Neyaashi Anishinaabek First Nation.
- Must be willing to obtain and keep a valid First Aid Certificate.

To pursue this opportunity, please submit a cover letter and resume to Camille Borysewicz, [cborysewicz@bnafn.ca](mailto:cborysewicz@bnafn.ca)

*Position will remain posted until filled*

Miigwetch to all those who apply. Only those selected for further consideration will be contacted.