



Haldimand-Norfolk
REACH

supporting children, families, communities

**Early Learning & Care Unit
EARLY YEARS SUPERVISOR**

Full-time, Permanent, Salaried

Reference #: 44

Reporting to the Early Learning & Care Manager, this position provides supervision & support to Licensed H-N REACH School-Age programs – Norfolk & designated EarlyON Child & Family Centre employees and programs including all offsite locations.

Responsibilities:

- Supervise & motivate employees
- Ensure the delivery of responsive quality services for children and their families
- Take an active role in delivery/reinforcement of key Agency messages and implementation planning
- Work with community partners in the ongoing coordination of services.

Qualifications:

- Early Childhood Education (ECE) Diploma and/or University level training related to Early Childhood Education/Child Development
- Registration with the College of Early Childhood Educators
- Knowledge of the Child Care Early Years Act (CCYA) and licensing regulations and requirements
- Experience and working knowledge of brain development, Early Years Study and related research/ initiatives
- Advanced Knowledge and experience in program planning related to early child development and experience in leading, planning and facilitation of parent/caregiver educational workshops
- Ability to lead/inspire/support/develop and maintain a positive effective working relationship with employees, employees of other related service agencies and program participants
- Excellent organizational, administrative and communication skills with the ability to function independently to prioritize work activities and to problem-solve, negotiate and mediate.

Please submit a cover letter (citing the reference # above) & resume by email to jobs@hnreach.on.ca by December 19th, 2018 to:

Lynn Tessaro, Human Resources Manager

Haldimand-Norfolk REACH

101 Nanticoke Creek Parkway, Townsend, ON, N0A 1S0

Website: www.hnreach.on.ca

Only those selected for an interview will be contacted

Please contact us if you require accommodation

A United Way member Agency