

Government Service Building
22 Winookeeda Street
Curve Lake, Ontario K0L1R0



Phone: 705.657.8045
Fax: 705.657.8708
www.curvelakefirstnation.ca

Posted: August 13, 2021
Internal/External

CASUAL EMPLOYMENT OPPORTUNITY

As outlined in the Curve Lake First Nation Human Resources Management Manual, applications are now being accepted for the following position:

Playroom Staff O'shkiigmong Early Learning Centre

Duties:

- Responsible for assisting in supervising children on a one-on-one and group basis
- Responsible for assisting in assessment of child progress
- Assist in the provision of a daily balance of active/quiet, indoor/outdoor and individual/group activities
- Assist in the organizing of space, equipment and materials prior to activities
- Engage with the children in activities that promote problem-solving play
- Assist with completing daily information charts
- Provide positive guidelines such as re-directing, positive language and reinforcement
- Seek out opportunities to recognize and celebrate new developmental achievements

Qualifications: Basic Requirements: (APPLICANTS MUST SHOW NECESSARY PROOF WITH APPLICATION OR WILL BE AUTOMATICALLY SCREENED OUT)

Education:

- Ontario Secondary School Graduation or minimum of two years related experience working with children

Other:

- Current First Aid and CPR Certification

Terms of Employment: This is a Casual position beginning immediately. The rate of pay will be dependant on the Position.

Application: Application forms are available at the Reception of the Government Services Building. Application forms can be obtained from the Curve Lake First Nation website (www.curvelakefirstnation.ca) under documents.

Application package must consist of a completed Casual Employment Application Form, Cover Letter and Resume to:

James Pavier, Human Resources Coordinator
Curve Lake First Nation Government Services Building
Curve Lake, Ontario K0L 1R0
Phone (705) 657-8045 Fax (705) 657-8708

Deadline for Applications: Ongoing

If submitting in person, it is the responsibility of the Applicant to ensure their application is date stamped by the Curve Lake Government Services Building Receptionist. While only qualified applicants will be contacted for an interview, not necessarily all qualified applicants will be offered an interview. **Please note, interviews will be held over the GoToMeeting virtual meeting platform to ensure physical distancing measures are in place.**

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While Curve Lake First Nation appreciates all applications, as outlined in the Curve Lake First Nation Human Resources Management Manual, applicants will be considered in the following priority: Level I: Internal Applicant, Level II: Any First Nation Member Applicants (s. 16(1) CHRA), and Level III: Any Applicants.

The successful candidate must provide an acceptable Canadian Police Information Check (CPIC) with Police Vulnerable Sector Cheque (PVSC) prior to commencing work.