

EMPLOYMENT OPPORTUNITY

POSITION: Early Years Inclusion Support Worker Full-Time

SALARY: \$59,916.00

START DATE: Immediately

Under the direct supervision of the Hub Centre Program Manager and under the general direction of the Superintendent of Academics. The Early Years Inclusion Support Worker supports the safe, inclusive participation of children aged 18 months to 4 years/up until entering Full Day Kindergarten with complex medical and/or developmental needs within the Hub Centre's early learning programs.

This role complements ECE-led, play-based programming by providing specialized health, personal care, and inclusion support while upholding the values, philosophy, and cultural foundations of the Wikwemikong Board of Education (WBE) and the Hub Centre.

RESPONSIBILITIES:

- Provide responsive, developmentally appropriate support to children with complex medical, physical, or developmental needs.
- Support daily routines including play, transitions, meals, rest, and toileting.
- Assist with personal care including diapering, hygiene, grooming, and feeding.
- Support emotional regulation using relationship-based and trauma-informed practices.
- Monitor medical needs and collaborate with the team to develop, monitor, and revise individualized care and emergency plans as required.
- Administer delegated medical supports, including feeding tube procedures and medication administration, in accordance with training, authorization, and established protocols
- Safely lift, transfer, and position children using approved techniques and equipment.
- Collaborate with educators, families, and multidisciplinary professionals.
- Maintain accurate documentation related to care, health observations, and incidents.
- Support Anishinaabe culture, language, and community values in daily practice.
- Participate in all required training to ensure safe, appropriate, and authorized performance of assigned duties.

QUALIFICATIONS:

- Diploma or certification in **Personal Support Worker (PSW)**, or **Developmental Service Worker (DSW)**, with early years' experience.
- Experience supporting infants and toddlers with complex needs.
- Current Standard First Aid and CPR certification.
- Clear Criminal Record Check with Vulnerable Sector Screening.
- Knowledge of Anishinaabe culture, language, and traditions or willingness to learn.

CLOSING DATE: **April 3, 2025 @ 2:00 p.m.**

Interested applicants are invited to submit a cover letter, resume, and three current work-related references. A current Criminal Reference Check with Vulnerable Sector screening upon offer of employment.

DIRECT APPLICATIONS TO:

Angela Shawanda, Recruitment and Retention Coordinator
Wiikwemkoong Board of Education
34 Henry Street
Wikwemikong, ON, P0P 2J0
Email; applications@wbe-education.ca
Tel: 705-859-3834 Fax: 705-859-3787

Preference will be given to Indigenous applicants. Self-identification is encouraged.

***Only those selected for an interview will be contacted. ***