

EMPLOYMENT OPPORTUNITY

PRE-SCHOOL COORDINATOR FORT LIARD, NT

The pre-school coordinator will be employed full-time at the Fort Liard pre-school from September to mid-June (38 weeks) and will be responsible for programs for 3, 4 and 5 year olds. He/she will ensure the development and safety of the children in accordance with Federal, Territorial and Hamlet policies and procedures. This is a 2 year term position. Hourly wage is \$25.00 plus Northern living allowance of \$2.88 per hour, 37.5 hours per week. Living accommodation can be made available.

Responsibilities:

- Development and implementation of a play-based program for young children
- Supervision and development of pre-school staff
- Managing the administration of the pre-school program
- Coordinating training for the pre-school assistant teacher
- Supervising children at the pre-school
- Performing other duties as required

Qualifications

- Possess Early Learning and Childcare Certification or equivalent education and experience.
- Be over the age of 18, living a healthy lifestyle and be able to obtain a clean criminal record check.
- Enjoy working with and have experience with young children from the ages of 3 to 6 in a group setting
- Possess current First Aid, CPR and Food Safety certificates or be eligible and willing to obtain them
- Be organized, flexible, creative, committed, motivated, and prepared to live in a small (pop. 600) Aboriginal community.
- The ability to speak Slavey would be an asset.

Please submit a resume to:

**Hamlet of Fort Liard
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