



### **Early Childhood Educator Assistant (On-Call)**

Capilano University is named after Chief Joe Capilano (1854–1910), an important leader of the Skwxwú7mesh (Squamish) Nation of the Coast Salish Peoples. We respectfully acknowledge that our campuses are located on the unceded territories of the səliłwətał (Tseil-Waututh), shíshálh (Sechelt), Skwxwú7mesh (Squamish), and xʷməθkʷəy̓əm (Musqueam) Nations.

At Capilano University we are committed to supporting a campus community that is both diverse and inclusive. We believe that diversity within our workforce is essential in creating both an exceptional student and employee experience. As part of our ongoing commitment to Diversity, Equity and Inclusion (DEI), we strive to ensure that our recruitment campaigns authentically reflect the diverse community we serve. We actively encourage applications from Indigenous Peoples, Black and racialized persons, persons with disabilities, women, and members of the 2SLGBTQIA+ community, as we value the unique perspectives, lived experiences, and skillsets each individual brings to CapU.

To help us focus our efforts, we encourage all applicants to complete a short anonymous questionnaire, if they wish. The results of the questionnaire are not linked to you or your application and do not form part of the selection process. The goal of collecting this anonymous data is to gain a better understanding our organizational reach, while continuously working to improve the diversity of our applicant pool.

All qualified candidates are encouraged to apply; however, Canadians and permanent residents will be given priority. Should you require accommodations during the hiring process please reach out to [jeremyorsted@capilanou.ca](mailto:jeremyorsted@capilanou.ca) (faculty), or [mimibuan@capilanou.ca](mailto:mimibuan@capilanou.ca) (Ad/Ex and Staff).

**Position Title:** Early Childhood Educator Assistant (On-Call)

**Union:** MoveUP

**Department:** Children's Centre

**Position Status:** Temporary Part-Time

**Position Number:** S99346

**Position Start Date:** ASAP

**Position End Date:** N/A

**Job Posting Open Date:** January 26<sup>th</sup>, 2026

**Job Posting Close Date:** Open until filled

**Pay Group:** 10



**Salary:** \$24.98 per hour based on 35 hours per week (with increments up to \$28.08)

**Location:** North Vancouver

**Additional Notes:** *This is temporary on-call work with shifts varying 3 to 7 hours in length. Shifts will be with multiple age groups and within various teams of staff. This role will support both the Capilano University Children's Centre and the Fulmer Family Children's Centre.*

### **Working with us**

Capilano University's Children's Centre is a vibrant and inspiring workplace where a passion for early childhood education meets a culture of collaboration, experimentation, and inclusion. Guided by the Reggio Emilia pedagogical approach, we honor children and families as active participants in education. Here, educators co-construct curriculum with children, materials, and place; here living inquiries take life and allow us to respond collectively to problems and curiosities generated in their daily lives. The Children's Centre works in partnership with the Centre for Research and Childhood Studies acting as an academic living laboratory where educators, atelierista, pedagogist, students, faculty, children and families are in collaborative, generative and reciprocal partnerships that inform curriculum and course development.

As a member of our dedicated team, you will be part of a supportive community that values diversity, mutual respect, and teamwork, while also celebrating your unique contributions as an educator. Our brand new, licensed, accredited facility is thoughtfully designed to inspire both children and staff, providing the resources and environment to implement innovative, relationship-centered teaching practices. At the Children's Centre, we prioritize professional growth, offering opportunities for ongoing learning and development to support your career aspirations.

As part of Capilano University, you'll enjoy a workplace culture that emphasizes well-being, work-life balance, and a commitment to sustainability and community engagement. Joining our team means being part of a larger mission to shape thoughtful and engaged youth of the future, while creating meaningful educational experiences that inspire lifelong learning. Your passion for early childhood education will be celebrated, your professional journey will be supported, and your impact will be transformative.

Discover a workplace where your dedication to pedagogical work is celebrated, and your contributions make a lasting impact. Apply now to join Capilano University's Children's Centre team and help shape the next generation of learners!

### **About the role**

#### **NATURE AND SCOPE OF WORK**

This is an Early Childhood Care and Education Assistant position in the Children's Centre on campus. The position works collaboratively with other educators, and with the Centre for Childhood Studies, to provide a nurturing, inclusive and rich early learning environment for young children. The position reports to the Manager of the Children's Centre and to the Dean of the faculty of Education, Health and Human Development

### **SOME ILLUSTRATIVE EXAMPLES OF WORK**

- Participates in the programs and operations of the Child Care Centre according to the child care legislation and regulations of the Province of British Columbia.
- Provides a nurturing, inclusive and rich early learning environment for children from infancy to 5 years old in dialogue with the Children's Centre's Pedagogical Commitments.
- Guides children based on a strong attunement to children's emotions, thoughts and intentions and offers opportunities for children to represent, communicate and revise their ideas, experiences and feelings. Provides and maintains an aesthetic, organized, clean, safe and welcoming environment at the centre.
- Provides indoor and outdoor play experiences for children, balancing the needs for active/quiet play and group/individual play, in accordance with licensing and the pedagogy of the centre.

### **Experience, competencies & qualifications**

#### **REQUIRED TRAINING AND EXPERIENCE**

- Successful completion of at least one early childhood education course in child guidance; child health, safety, and nutrition; or child development.

#### **REQUIRED LICENCES, CERTIFICATES AND REGISTRATIONS**

- Current physician's letter of mental and physical health suitable to be employed working with young children.
- A valid safety oriented first-aid certificate.
- Record of immunization per Ministry of Health guidelines.
- In accordance with the BC Criminal Review Act, must provide a current, clear criminal record check.

For more information, please see the complete [job description](#)

### **Benefits**

At Capilano University, we understand that there is more to life than work. That is why we offer comprehensive benefits and support to help you and your family live a balanced life. Take a [sneak peek](#) to see what it is like to work at Capilano University.

### **Days and Hours of Work:**



In this position, there is no guarantee of work; however, your Manager will schedule your hours based on departmental needs and your availability. If applicable, you can learn more about your meal break and rest period entitlements in Article 13 of the Collective Agreement.

### **How to apply**

Please submit your application package to [talentacquisition@capilanou.ca](mailto:talentacquisition@capilanou.ca) and be sure to include the following:

- 1) The position title and position number in the subject line of your email. Ex: *Early Childhood Educator – S99999*
- 2) Your resume, cover letter. We will let you know if we require any further documents for your application, such as proof of education, for example.
- 3) Your responses to the supplemental questions shared below. Please include both the question and your response in the body of the email:
  - a. Are you legally entitled to work in Canada? (i.e. valid work permit, permanent resident, Canadian citizen)

***Thank you for your interest in this opportunity with us at Capilano University!***