



Posting Date: May 26, 2023

## ISLAND CATHOLIC SCHOOLS

Invites applications for:

**Two (2) Full-time Early Childhood Educators/Early Childhood Educator Assistants**  
**Queen of Angels School, Angel Care Group Childcare, in Duncan**  
**Start Date: September 2023**

Preference will be given to candidates with the following qualifications:

- Valid ECE certificate
- Special Needs (an asset)
- Successful ECE experience
- Current Childcare, level B First Aid
- Excellent communication and interpersonal skills
- Ability to work independently
- Ability to open and/or close the centre
- Ability to work well with children, colleagues and administration
- Ability to use discretion when dealing with confidential matters
- Commitment to Catholic Education

Please provide:

- Cover letter and resume
- Support Staff Application Form
- Photocopy of ECE certificate
- Photocopy of First Aid certificate
- Immunization status
- Two (2) written letters of reference
- Names and contact information of two (2) references

If Catholic, please submit Pastor Reference Form and photocopy of Baptismal Certificate.

Support Staff Application Form and Pastor Reference Form available on website:

<https://cisdv.bc.ca/employment-opportunities/>

If hired, a Criminal Record Check will be required prior to starting work.

For further information, contact:

Mrs. Kathy Korman, Principal  
[kkorman@cisdv.bc.ca](mailto:kkorman@cisdv.bc.ca)  
250-746-5919

Applications should be forwarded to:

Island Catholic Schools office  
(Attention Superintendent of Schools)  
#1-4044 Nelthorpe Street,  
Victoria, BC V8X 2A1  
[schools@cisdv.bc.ca](mailto:schools@cisdv.bc.ca)  
Fax: 250-479-5423

Only short-listed applicants will be contacted. Position available until filled.

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