



## **SKYVIEW EARLY LEARNING VILLAGE**

120 Skyview Ranch Dr. NE Calgary, AB T3N 1S3 Tel: 403-730-6440

[www.generationscalgary.com](http://www.generationscalgary.com)

### **Director**

We are seeking a full-time skilled and experienced Director to establish, manage, and develop a holistic, non-denominational early childhood development (ECD) centre – Skyview Early Learning Village (SELV). SELV is founded on best practices in early childhood development, ethics of pluralism, intergenerational relationships, and adaptive and reflective practice. This role requires a strong professional with experience leading and managing a childcare program, a servant leadership ethic, and a demonstrated commitment to anti-racism, anti-bias, inclusion, and pluralism.

### **Location**

Skyview Early Learning Village (SELV) is located in a brand new, purpose-built wing of Generations multi-generational facility; located at 120 Skyview Ranch Dr. NE Calgary, AB T3N 1S3.

### **Job Description**

The Director is responsible for all aspects of Skyview Early Learning Village (SELV)'s management and operations, pedagogy and curriculum, and engagement with community and other stakeholders. Because this is a new program, the role requires and is an opportunity for the Director to provide critical thought and practice leadership in the development of pedagogy and curriculum; establish and sustain operational structures and systems; and build and nurture a strong community of education staff, children, parents, and intergenerational community members.

Specific responsibilities include but are not limited to:

### **Operations:**

- Work with operations team, the Board of Directors, and staff at the Generations multi-generational housing complex to set up operations for the new ECD centre.
- Manage all aspects of centre operations, including but not limited to budget and finances, procurement of materials, establishment of HR policies, managing staff and volunteers, engaging with parents and intergenerational family members, and ongoing professional development.
- Recruit, hire, and onboard educators and other staff.

### **Pedagogy, curriculum, and educational practice:**

- With support and feedback from Advisory Team, develop pedagogical approach, curriculum, and learning resources.
- With staff, Advisory Team, and Board, arrange and support ongoing in-service professional development which includes opportunities for educators to learn, receive feedback, discuss challenges and opportunities, and be coached in the improvement of practice.



## **Generations**

- Support educators and staff to develop a deeper understanding of anti-racism, anti-bias, inclusion, and pluralism and engage in ongoing and intentional work to implement these in their practice.
- Support educators and staff to plan and carry out intentional intergenerational activities between children, elders (seniors) at the multi-generational facility, and family members.
- Support educators to conceptualize, develop, plan, implement, and evaluate approaches to strengthen “community”, connection, and understanding among children, staff, parents, intergenerational family and community members, and others in the immediate community.
- Engage in ongoing learning, reflection, and adaptation of both explicit and implicit approaches practices (including pedagogy and curriculum) and facilitate/coach educators and staff to do the same.

### **Learning and research:**

- Foster a culture of learning and adaptation at the ECD centre
- Represent the ECD centre in potential and established research and learning partnerships with universities, other ECD centres, and other institutions and stakeholders

### **Overall**

- Through all processes and activities, continuously and deliberately act from anti-racism and anti-oppression frameworks
- Provide regular reports, consult and collaborate with the Advisory Team, Operations Team, and Board of Directors on all aspects of ECD centre operations, management, pedagogy and curriculum, engagement with the community

### **Required skills, attributes and experience**

- Commitment to inclusion and equity, as well as anti-racism and anti-oppression, to support pluralistic ethic in program
- Understanding of how systems and individuals enact power, privilege, ethnocentrism, racism, implicit bias, and other forms of oppression, and a commitment to shifting power and privilege, creating space for different perspectives and approaches, and actively fighting against racism, bias, and other forms of oppression
- Capacity and willingness to learn, reflect, and adapt own practice; and support/coach others to do the same
- Commitment to servant leadership
- Ability to work effectively with a multidisciplinary and diverse team and coordinate effectively with different stakeholders.
- Strong written and oral communication skills
- Experience working with children and families of diverse backgrounds.
- Minimum five (5) years experience in a play-based early childhood development and care setting

- Minimum three (3) years' experience as a Director/Supervisor of an early childhood development and care program, or other community-based program or centre working with children and families
- Knowledge of provincial licensing regulations
- Knowledge of Workplace Hazardous Materials Information System (WHIMIS)
- Knowledge of Alberta's Provincial FLIGHT framework for early learning
- Knowledge of child custody, child abuse, special needs, anti-discrimination, and labour laws pertaining to the program

### **Mandatory credentials**

- Canadian citizenship or permanent residency to legally work in Canada
- Bachelors and/or Masters in Education, specializing in Early Childhood Education
- Alberta Provincial Certification as Child Development Supervisor-Level 3
- Standard First Aid and CPR Training
- Vulnerable Sector Check (Criminal Reference)

### **Preferred skills, attributes, and experience**

- Fluency in one or more of the languages spoken by new Canadian families in the Skyview Ranch neighbourhood, such as Punjabi, Tagalog, Urdu, Hindi, or Spanish
- Experience with reflective practice, action research and/or other forms of learning-action cycles
- Experience with intergenerational programming
- Experience with research and/or university-community partnerships
- Experience working with a Board of Directors
- Driver's License

### **Compensation**

- This is a full-time position with benefits.
- Compensation will be commensurate with experience and qualifications.

### **Application process**

- We welcome applications from all qualified persons. We encourage applications from First Nations, Métis and Inuit persons; Black people and people of colour; persons with disabilities; persons of any sexual orientation or gender identity and expression; and all those who may contribute to the further diversification of ideas.
- Interested candidates should submit a resume and cover letter describing their interest and fit for this position. Please send your application the attention of Joanne Davis at [jdavis@victoriavillage.com](mailto:jdavis@victoriavillage.com).
- Shortlisted candidates will participate in a rigorous screening and interview process. They will also be required to provide three professional references.
- This posting will be open until the position is filled. The first round of review will focus on applications submitted by **February 5, 2021**. After this, review of applications will continue on a rolling basis, until the position is filled.
- Only persons shortlisted for interviews will be contacted. No phone calls please.