

Job Description Summaries

Early Childhood Educators	Principal	Pre-primary Regional Lead	Pre-primary Consultant
<ul style="list-style-type: none"> • Uses the Nova Scotia Early Learning Curriculum Framework to create a safe, nurturing environment for children in the Pre-primary Program • Designs and implements age-appropriate activities and program plans that promote learning through play, creativity, and exploration • Monitors and assesses each child's progress, identifying areas that may require additional support or intervention • Regularly communicates with families to share updates on their child's progress and discuss any concerns or developmental needs 	<ul style="list-style-type: none"> • Is the direct supervisor of ECEs working in the Pre-primary Program at their school • Supports teachers and Early Childhood Educators in creating a safe, positive and inclusive learning environment and classrooms • Coaches and support teachers and Early Childhood Educators to create professional growth plans • Addresses performance issues and unprofessional behavior according to RCE/CSAP policy and collective agreements • Leads the hiring of teachers, ECEs, and support staff 	<ul style="list-style-type: none"> • Provides subject matter expertise and practical help to school administrators • Helps principals with the performance appraisal process for PPP staff to build their capacity. Directly aids school principals with performance reviews and assists them with recruiting Pre-primary staff • Aids administrators in understanding and implementing applicable policies and programs • Directly aids principals and school staff with transition meetings for children moving into Pre-primary and from Pre-primary to Primary 	<ul style="list-style-type: none"> • Provides specialized advice, guidance and expertise to pre-primary programs in RCEs/CSAP through consultation with regional/CSAP Pre-primary Leads • Leads a 'train the trainer' model with regional/CSAP leads • Plans, implements, monitors, evaluates, and promotes departmental programs • Develops and delivers specialized training and professional development to early childhood educators and service delivery partners • Conducts enhanced program audits to monitor program quality