



CANADIAN BUSINESS COLLEGE

Role: Early Childcare Assistant Instructor

Company / Program Description:

Incorporated in 1992, the Canadian Business College (“CBC”) is an award-winning Private Career College that offers a broad range of professional training and diploma programs in Database Administrator, business, law, computer programming, graphics, child care, and health care. CBC offers courses through its three campuses in Toronto, Scarborough and Mississauga. Recent awards include (i) Gold Consumers Choice Award for Business Colleges in Toronto (2012), (ii) Gold Consumers Choice Award for Computer Training in Toronto (2012) and, (iii) Top Choice Award for Business Schools in the GTA (2011).

The course offers students training in Early Childcare. Graduates enjoy careers as early childcare assistants or perhaps start their own childcare facilities, a field that is growing rapidly.

Job Description:

Canadian Business College is looking for an enthusiastic, creative and dedicated instructor who has strong communication and interpersonal skills to teach the Early Childcare Assistant program. The instructor will be required to teach theory and practice.

Responsibilities Include:

- Assisting students through lecture, group work and some hands on experience
- Administer exams and assignments as well as grade students as needed
- Perform administrative tasks including updating student records & files

Knowledge, Skills & Abilities:

- Must be a registered Early Childhood Educator and worked in the field (required)
- Great communication skills (verbal and written)
- Previous teaching experience is always an asset

Qualifications:

- 24 months of occupational experience in early childhood education along with either:
 - Any degree, diploma or certification in early childhood education or related;
 - 36 months of teaching experience in the field of early childhood education;
 - An additional 24 months of occupational experience in early childhood education or related
- Flexibility to teach at any campus location depending on demand
- Must be authorized to work in Canada