



## BEE ME KIDZ

A: 213 Wentworth Street | SAINT JOHN | NB, E2L 2T4 | (506) 349-7331  
<http://beemekidz.com> | [Donate now to support Bee Me Kidz](#)  
Charitable Registration No. 804253177RR0001

### **Educational Support Staff (Saturdays ONLY) – Cuffman Street Elementary, Fredericton, NB**

#### **Job Purpose:**

Bee Me Kidz (BMK) is an educational non-profit organization that is dedicated to helping children and their families build the social and emotional skills that will enable them to succeed in school and life. Bee Me Kidz targets elementary school-age children and their families.

BMK **Educational Support Staff** are part-time staff members who are a part of the Saturday team. This individual is expected to be a compassionate and positive individual who makes a meaningful difference in the lives of children in the community in a fun and interactive setting.

#### **Duties and Responsibilities:**

The following job duties and responsibilities for Bee Me Kidz include, but are not limited to the following:

- Responsible for the constant supervision, safety, and wellbeing of the children.
- Some roles will include planning and implementing the PATHS lesson of the day into games, art, books, music and other tools to stimulate and motivate children to have fun and learn (*training provided*).
- Follow all rules, regulations, and standards set forth by Bee Me Kidz and the School District.
- Protect children from physical and emotional harm.
- Support the brunch program provided for families which includes cooking, serving, cleaning.
- All other duties as assigned by Center Lead.

#### **Requirements and Qualifications:**

- Bachelor of Education Degree (B.Ed), Early Childhood Certificate/Diploma and/or relevant experience.
- Minimum 2 years' experience teaching or working in childcare.
- First Aid and CPR Certificate (*preferred*).
- Criminal Record Check and Vulnerable Sector Check (*will be required if hired*).
- Great communication, problem-solving, and goal setting skills.
- Maintain an overall positive and professional attitude.
- Ability to effectively plan, organize and implement fun activities.
- Serve as a role model for the children, parents, and other staff members.
- Patient, flexible and empathetic.





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- Able to relate to the children and their families.
- **Must be willing to commit – (up to 8-hour shift per week – 22 Saturdays during the school year)**

Preference may be given to applicants who can demonstrate knowledge and/or experience in supporting and/or teaching social and emotional learning. As well, preference may be given to applicants who live in the community being served.

**A complete resume, cover letter and two references** must accompany the application. Applications that do not include this may not be considered. Please send application package **on or before October 4, 2024 to:**

Abby Cameron

Centre Lead

Bee Me Kidz

[abigailcameron@beemekidz.com](mailto:abigailcameron@beemekidz.com)

or through Job Search Canada-Indeed @ [careers@beemekidz.com](mailto:careers@beemekidz.com)

**Thank you in advance for your interest.**

**Only those selected for an interview will be contacted.**

Job Type: Part-time

Pay: \$18.13-\$22.66 per hour

Flexible language requirement:

- French not required

Schedule:

- Up to 8 hour shift
- Day shift

Application question(s):

- Can you commit to 22 Saturdays between September - May?

Work Location: In person

Application deadline: 2024-10-04

Expected start date: 2024-10-26 – (with orientation on October 20<sup>th</sup>)



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### **PARENT LEADER (Saturdays ONLY) – Cuffman Street Elementary, Fredericton, NB**

#### **Job Purpose:**

Bee Me Kidz (BMK) is an educational non-profit organization that is dedicated to helping children and their families build the social and emotional skills that will enable them to succeed in school and life. Bee Me Kidz targets elementary school-age children and their families.

BMK **Parent Group Leaders** are part-time staff members who are a part of the Saturday team. Participants of the BMK Children's program will work on developing their social and emotional learning skills through an internationally recognized program called PATHS (Promoting Alternative Thinking Strategies) as well as take part in physical activity, structured games culminating with a nutritious brunch.

While the children are participating in their program, Bee Me Kidz offers a parallel Parent Group that provides support to enhance parents' capacity to support their children's social and emotional needs at home.

#### **Duties and Responsibilities:**

The following job duties and responsibilities for Bee Me Kidz **Parent Group Leader** include, but are not limited to the following:

- Plan and facilitate the PATHS Parent lesson in a fun and supportive manner
- Follow all rules, regulations, and standards set forth by Bee Me Kidz and the School District.
- Protect children from physical and emotional harm.
- Support the brunch program provided for families which includes cooking, serving, cleaning.
- All other duties as assigned by Center Lead.

#### **Requirements and Qualifications:**

- Post-Secondary education in related field (ie; Education, Adult Education, Social Work, Psychology, Sociology, Family Coaching)
- Experience working with adults and youth.
- First Aid and CPR Certificate (*preferred*).
- Criminal Record Check and Vulnerable Sector Check (*will be required if hired*).
- Great communication, problem-solving, and goal setting skills.
- Maintain an overall positive and professional attitude.
- Ability to manage and resolve conflict.
- Ability to effectively plan, organize and implement fun activities.
- Able to relate to a diverse group of parents.
- Patient, flexible and empathetic.
- Must be willing to commit – (*up to 8-hour shift per week – 22 Saturdays during the school year*)

Preference may be given to applicants who can demonstrate knowledge and/or experience in supporting and/or teaching social and emotional learning and/or knowledge and experience facilitating parent groups. As well, preference may be given to applicants who live in the community being served.





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A complete resume, cover letter, three references, certificates/diplomas, must accompany the application. Please send application package as one complete PDF or Word document, not multiple attachments, to:

**Abby Cameron**

**Centre Lead**

**Bee Me Kidz**

[abigailcameron@beemekidz.com](mailto:abigailcameron@beemekidz.com)

or through Job Search Canada-Indeed @ [careers@beemekidz.com](mailto:careers@beemekidz.com)

Thank you in advance for your interest.

**Only those selected for an interview will be contacted.**

Job Type: Part-time

Flexible language requirement:

- French not required

Work Location: In person

Expected start date: 2024-10-26 (*Orientation on October 20<sup>th</sup>*)



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