



LAKEVIEW CHURCH

DAYCARE SUPERVISOR

Lakeview Church is looking for an experienced Early Childhood Educator to supervise our newly launching Lakeview Early Learning Centre. The Daycare Supervisor will be responsible for delivering early learning and childcare services in alignment with the Lakeview Early Learning Centre philosophy, including supervision and support for the Centre staff.



WHERE ARE WE?

Lakeview Church is located in the south east area of Saskatoon. A growing, friendly city of 270,000 people, Saskatoon has the amenities and action of a large city, with the relaxed vibes of small city hospitality.

It's a progressive city that stays in touch with its roots; surprisingly diverse yet incredibly inclusive, with a bright future that springs from a fascinating past.

A 20 minute drive can take you from one end of town to the other where you can discover world class restaurants, an amazing arts and music scene, and endless outdoor activities along the South Saskatchewan River. Saskatoon enjoys one of the lowest costs of living among major cities in Canada and offers a range of neighbourhoods to call home.

WHO ARE WE?

Lakeview Church has been active in Saskatoon for over 100 years. Our church community is wonderfully diverse and passionate. We have people of all ages and stages from a variety of cultural backgrounds.

Our staff team is dynamic and loves to laugh together. We have 7 staff positions on our Pastoral team, 9 staff positions on our Operations team, and we plan to introduce 7 staff positions to our Early Learning Centre.

The Lakeview Early Learning Centre is opening summer 2025 with 40 spaces for infant-preschool children. This ministry of Lakeview Church will operate alongside Lakeview Kids which is our Sunday morning ministry for children. Our vision is for the Early Learning Centre to serve families in our surrounding community and create opportunities for shared experiences with our church community. We believe this is going to be an exciting new venture for our church as we join God in the renewal of all things.



LAKEVIEW CHURCH MISSION

JOINING GOD IN THE RENEWAL OF ALL THINGS

LAKEVIEW CHURCH POSTURES

BACKWARD

Locating ourselves in God's story.

We believe God has been actively at work in our world as witnessed in the scriptures and through the church. We stand on the shoulders of those who have come before us, and rest on the very best of our heritage to influence our practices and worldview.

FORWARD

Anticipating God's movements.

We understand that our world faces challenges that must be thoughtfully navigated and negotiated. We are prepared to risk our comfort and security to help transform evil into good.

INWARD

Creating sacred space to encounter God.

We commit ourselves to a personal, but not individualistic, devotion to Jesus. We also submit ourselves to one another trusting that in community is where we meet and hear from God.

OUTWARD

Collaborating with God locally & globally.

We accept God's invitation to participate in the healing of our world. We welcome spiritual seekers and skeptics, and conspire with God in acts of justice and restoration.

POSITION PROFILE – DAYCARE SUPERVISOR

Position Overview

Lakeview Church is looking for an experienced Early Childhood Educator to supervise our newly launching Lakeview Early Learning Centre. The Daycare Supervisor will be responsible for delivering early learning and childcare services in alignment with the Lakeview Early Learning Centre philosophy, including supervision and support for the Centre staff.

Reports To: Family Formation Pastor

Position Terms: Full-time, permanent position. Salary to be negotiated.

Expected Hours of Work: 35-40 hours / week.

Minimum Education and Job Related Experience:

- High School Diploma.
- Experience working with kids and developing leaders.
- Possession of or willingness to obtain CPR and First Aid
- Criminal Record Check, including a vulnerable sector check
- Meet or exceed the qualifications of Early Childhood Education Level 1.

CORE RESPONSIBILITIES

Child Care – 50%

- Carry out developmentally appropriate programming for children ages 0-12 in collaboration with children, families, and community.
- Follow Center operational policies and procedures as specified in the Staff Handbook.
- Ensure the well-being and safety of children.
- Implement inclusive practices and programming.
- Assist children with all necessary care routines (e.g. diapering, toileting, hygiene, etc.)

Staff Supervision – 25%

- Schedule, supervise, and support staff.
- Communicate and collaborate with families, colleagues, Centre Director, and the community to support high quality child care.
- Act in place of the Centre Director in their absence.

Administration – 25%

- Maintain attendance records.
- Collaborate with Lakeview staff to maintain classrooms and equipment.
- Coordinate data entry & bookkeeping.

REQUIRED BEHAVIOURS & SKILLS

Facilitation and Engagement

Creating engaging and stimulating learning environments that foster curiosity and exploration. Facilitation learning through play, activities, and hands-on experiences.

Classroom Management

Creating a positive and supportive classroom environment where children feel safe and secure. Managing behaviours, addressing conflicts, and ensuring a smooth flow of activities.

Flexibility and Adaptability

Being able to adapt to unpredictable and changing circumstances and individual needs.

Leadership

Influencing actions and opinions of others in a desired direction; exhibiting judgement in leading others to worthwhile objectives.

Developing People

Reviewing and analyzing others' strengths and weaknesses, to distinguish their talents and development needs, and enhancing them appropriately.

Planning and Organizing

Determining goals and priorities and to assess the actions, time and resources needed to achieve those goals.

Collaboration

Working cooperatively with other individuals and making valued contributions to the outputs of others and the team.

Verbal Expression

Communicating in a clear language and adjusting one's use of language to the audience's level.

Creativity

Coming up with original ideas and solutions, to adopt points of view outside the usual parameters.

Conflict Management

Handling conflicting interests diplomatically and working towards effective resolution.

APPLICATION

If, after prayerful consideration, you feel called to this position then we want to hear from you.

To apply, please send the following in PDF format to the private and confidential email resumes@lakeviewchurch.com with the subject line ‘Daycare Supervisor’:

- A cover letter expressing why you are interested and how your experiences have prepared you for this position.
- Your comprehensive resume.

We are seeking to fill this position in early June, 2025.

Applications will be open until a suitable candidate is found.