

**PROFESSIONAL PROFILE**

- \* Over twenty years experience working with children in preschool, childcare and educational institutions.
- \* Perceptive, sensitive listener demonstrating strength in assessing children's needs and priorities.
- \* Committed to the educational, emotional and intellectual development of children in educational settings.
- \* Ability to communicate with many types of people, developing rapport and gaining trust.
- \* Ability to research, organize and develop strategies and projects needed for children's needs.
- \* Highly organized with attention to detail, good sense of responsibility, self- motivated, and punctual.

**PROFESSIONAL EXPERIENCE**

- 2020 - Present      **Balmoral Hall School**  
- Substitute child care worker/Educational Assistant
- 2018 - 2019      **Child Care Worker (ECE III)**  
Horizon Children's Centre – Access Centre (Winnipeg MB)  
- Childcare worker in Infant Room/Toddler Room/Preschool Room  
- Replacing Room Supervisor for program planning
- 2015 - 2016      **Child Care Worker (ECE III)**  
Lindenwoods Child Care Centre (Winnipeg MB)  
- Childcare worker in Preschool Room  
- Prepared morning snacks for Centre
- 2008 - 2015      **Child Care Worker (ECE III)**  
Wee Care Child Center (Carman MB)  
- Child care worker in Before & After School program  
- Child care worker in Infant / Toddler program & Pre School room
- 2003 - 2007      **Educational Assistant**  
Parkland Elementary School (Winkler MB)  
- Assisted special needs student in Kindergarten with classroom duties  
- Speech therapy in various Grade levels; assisted students in grades 3-7
- 2003              **Special Needs Child Care Worker (ECE III)**  
Winkler Day Care Centre (Winkler MB)  
- Worked with a special needs child on a one-to-one basis 3 days/week  
- Worked with children from infant stages to school-age
- 1996 - 2001      **Instructor**  
Sylvan Learning Centre (Dryden ON)  
- Upgraded adults and teaching remedial subjects to students grades K-12  
- Language Arts, Writing Skills, Mathematics, Early Reading, ESL, Study
- 1991              **Infant Child Care Provider (ECE III)**  
University of Winnipeg Infant Child Care Program (Winnipeg MB)  
- Provided warm, supportive, stimulating care to infants aged 3 to 24 months in a small group environment (Maternity Leave replacement)

- 1989 - 1990      **Early Childhood Educator (ECE III)**  
Teulon Day Care Inc. (Teulon MB)  
 - Provided care to children 2 years to 6 years in a large group situation (Maternity Leave replacement)
- 1983 - 1986      **Early Childhood Services Teacher**  
Big Valley E.C.S. Society (Big Valley AB)  
 - Taught Kindergarten-equivalent program 2 days a week  
 - Helped establish various policies & guidelines for the parent group organization
- 1984 - 1987      **Child Care Worker (CCA)**  
Stettler Regional Child Care Centre (Stettler AB)  
 - Worked as Childcare provider and Assistant Director to children  
 - After School aged children and Special Needs children  
 - Responsible to plan programs and find resources for staff and centre
- 1982 - 1983      **Child Care Worker (CCA)**  
University of Calgary Day Care Centre (Calgary AB)  
 - Provided childcare in large group settings ages infants to 6 yrs, including special needs children  
 - Worked as paid summer employee

### **Volunteer Work Experience**

- 2016 - Present      Nursery Coordinator at Charleswood United Church  
 2002 - 2010      Coach/Director/Equipment Manager - Carman Minor Soccer  
 2002 - 2005      Parent Advisory Council Member Carman Elementary School  
 1991 - 1994      Property Committee for Teulon United Church  
 1985 - 1988      Stettler Society for the Prevention of Family Violence Volunteer  
 1983 - 1988      Chairperson for Big Valley United Church

### **EDUCATION AND TRAINING**

- 1981 - 1983      University of Calgary  
**Bachelor of Education**
- 1977 - 1981      University of Alberta  
**Bachelor of Arts**
- 1976 - 1977      Bonnie Doon Composite High School Edmonton  
**Senior High School Diploma**

### **PROFESSIONAL MEMBERSHIPS**

- 2008 - 2016      Manitoba Child Care Association (MCCA) Winnipeg, Manitoba
- 1984 - 2016      Canadian Association for Young Children (CAYC) Winnipeg, Manitoba
- 1984 - 2016      Child Care Advocacy Association of Canada (CCAAC) Ottawa, Ontario