



EXTERNAL JOB POSTING COMSER-21-36  
Community Services Department  
Teacher's Aide, Geraldton Ward

Date Posted: October 4, 2021

Job Type: Temporary Part-Time, (12 months)

Current Job Description Applies

CUPE LOCAL 3045

Rate of Pay: \$22.92/hr

GENERAL

The Greenstone Community Services Department requires a Temporary (12 months) Part-Time Teacher's Aide at the Geraldton Day Care Centre. The position is to assist Playroom staff in ensuring required ratio requirements are met in the delivery of programming which complies with Ministry regulations, Quality Assurance guidelines and Emergent Curriculum criteria.

To work cooperatively with the Early Childhood Educators and the Day Care Manager to provide care and supervision to children at the Day Care Centre through the planning and implementation of a program conducive to their social, emotional, physical, and intellectual development.

QUALIFICATIONS

- Minimum of Grade 12 with previous experience in the field of Early Childhood Education
- Early Childhood Education Diploma or relevant post-secondary education preferred.
- Vulnerable Sector Police Record Check
- Current First Aid Certificate or ability to obtain.
- Bilingualism will be considered an asset.

REPORTING RELATIONSHIP:

- Reporting to the Daycare Manager

HOURS OF WORK

- Flex shift with up to 24 hours per week
- Weekly schedule to be determined by the Day Care Manager.

A detailed job description is available upon request.

Applicants must apply in writing by no later than 4:30 pm, Tuesday, October 12, 2021 to:

Al Gordon, Manager of Human Resources  
Municipality of Greenstone Administration Office  
1800 Main St., Box 70  
Geraldton, ON POT 1M0

Email: [al.gordon@greenstone.ca](mailto:al.gordon@greenstone.ca)

Only those selected for an interview will be contacted. In accordance with the Municipal Freedom of Information and Protection of Privacy Act, personal information is collected, and will only be used for the purposes of candidate selection. The Municipality of Greenstone is an equal opportunity employer. Accessibility accommodations are available for all parts of the recruitment process. Applicants need to make their needs known in advance.