



EXTERNAL JOB POSTING COMSER-22-25
Community Services Department
Teacher's Aide, Longlac Ward

Date Posted: September 13, 2022

Job Type: Casual/On Call

Current Job Description Applies CUPE LOCAL 3045

Rate of Pay: \$23.32/hr

GENERAL

The Municipality of Greenstone Community Services Department requires a Casual/On Call Teacher's Aide at their Municipal Day Care Centre in Longlac to replace regularly scheduled Day Care Staff who are absent due to illness, vacation, etc.

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

- High School Diploma.
- Previous paid or unpaid experience working with young children.
- Vulnerable Sector Criminal Record Check required.
- Current First Aid Certificate.
- Bilingualism will be considered an asset.

REPORTING RELATIONSHIP:

- Reporting to the Daycare Manager

HOURS OF WORK

Hours vary dependent upon absences of full time and part time staff. There are no guaranteed hours of work. Candidates who do not wish to be considered for all Centres should indicate which Centre(s) they are applying to in their submission. 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

A detailed job description is available upon request.

Applicants must apply in writing by no later than 4:30 pm, September 23, 2022 to:

**Al Gordon, Manager of Human Resources
Municipality of Greenstone Administration Office
1800 Main St., Box 70
Geraldton, ON P0T 1M0**

Email: 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.