



January 3, 2012

Internal/External Job Posting - #CH27-012-01
EXTRA SUPPORT CHILDCARE WORKER – TERM CERTAIN (Dependant on Funding)
GRAHAM BRUCE SCHOOL AGE PROGRAM

JOB OVERVIEW

To assist in the planning, implementation and delivery of a 30-space School Age Child Care Program. This includes program planning and delivery, program development, public relations and systems maintenance in conjunction with the Program Manager. This will include working with children who require additional support. This is a minimum 20 hour per week position.

QUALIFICATIONS

- School Age Child Care Certificate or related education
- Must have formal, related education and experience in a licensed child care centre and working with special needs children
- Must have valid First Aid certificate
- Class 4 driver's license an asset
- Special Needs Certificate an asset
- Strong planning, organizational, leadership and communication skills
- Ability/experience working in a multicultural environment
- Second language is an asset
- Able to work flexible hours (a.m. and p.m. shifts)
- Able to participate in activities with the children (i.e. skating and swimming)

JOB DETAILS

Schedule : Monday to Friday, between 7:30 am to 6:00 pm, 20 hours per week minimum.
Salary : \$16.33 - \$17.66 per hour (Subject to improvement)
Location : 3633 Tanner Street
Expected Start Date : As soon as possible

This is a unionized position covered by a Collective Agreement with CUPE Local 1936-05.

APPLICATION PROCESS

As per Collingwood Neighbourhood House's Human Resources Policies and Procedures, all factors being equal, first priority will be given to internal and local applicants.

SUBMIT RESUMES BY: January 20, 2012
Please quote reference #CH27-012-01

Alison Merton

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NO PHONE CALLS PLEASE!!!
ONLY SHORTLISTED CANDIDATES WILL BE CONTACTED