



External Posting

Posting Date: Wednesday, September 11, 2019

Closing Date: Wednesday, September 25, 2019 @ 12:00 NOON

Wage: \$ 23.08 - \$ 25.38 per hour

Classification: CUPE Inside Class 4

The Community and Planning Services department is currently looking for:

EarlyON Facilitators

Permanent Part-time (1 required)

Temporary Part-time, up to 37 weeks (1 or more may be required)

This role is responsible for delivering Ontario Early Years Child and Family Centre (OEYCFC) programs within various Muskoka communities by providing play-based learning opportunities, promoting family engagement and providing information on community resources.

Hours are up to 35 hours per bi-weekly. This job works in non-standardized work environments and may work outside regular business hours, including evenings and split shifts.

Responsibilities of the EarlyON Facilitator will include, but not be limited to:

- Deliver OEYCFC programs including opening & closing locations, set up learning environments, interact with children & families & complete administrative tasks, such as inventory maintenance, record supplies & maintain records.
- Assist in the development & preparation of program materials, activities & meals, including development of meal plans for dinner programs.
- Foster a safe and welcoming environment for children and families, and model positive adult/child relationships and interactions.
- Prepare program materials and activities according to established program plans.; and
- Perform other related duties as assigned.

The skills, experience and qualifications we are seeking for this job include:

- Successful completion of a two (2) year college diploma in Early Childhood Education, or equivalent
- Registered member in good standing with the College of Early Childhood Educators (RECE)
- Two (2) years' experience working with children and families in an early learning setting.
- Standard First Aid with CPR C is required.
- Satisfactory Criminal Reference Check and Vulnerable Sector screening is required.
- Safe Food Handling Certificate, an asset.

We would expect that your strengths will include functional knowledge of early child development, pedagogy and local resources, along with a demonstrated ability to communicate effectively and courteously with children and families.

If you have the necessary skills, experience and qualifications, please review the **“How to Apply”** instructions on our Website before submitting your application.

[Watch our video](#) to learn more about working at the District!

The District Municipality of Muskoka is committed to meeting its obligations under the *Ontario Human Rights Code* and the *Accessibility for Ontarians with Disabilities Act*. If you require disability related accommodation to participate in the recruitment process, please advise the Human Resources department as soon as possible. Accommodation may be provided in all steps of the hiring process. Any questions regarding this posting should be directed to the Human Resources Department.