

BGC South East is currently seeking the following position:

Childcare - Supply Staff (Casual/Call In)

Job Posting Details:

Location - Various locations in Kingston:

- St. Genevieve Catholic School (394 Holden Street)
- Hughson Childcare Centre (559 Bagot Street)

Successful candidates can express whether they are interested in supplying for all locations or specific ones.

Hours - Please note that the hours and days of work will be provided to you when you are contacted for a supply shift. Candidates are not required to be available during ALL days and times to be included in our supply list. We will determine your level of availability upon hiring.

Rate - \$20.00/hour. Shifts in Child Care programs will qualify for additional WEG compensation

Overview:

Childcare Supply Staff are responsible for supervising and assisting children in the preschool /toddler classrooms with age appropriate activities while maintaining our classroom ratios. Supply staff will also provide assistance for snack/lunch or nap times.

Job Requirements:

- Post-secondary education/experience in Early Childhood Education or equivalent.
- Exceptional verbal communication and confidentiality.
- Strong problem-solving skills and creativity.
- Vulnerable Sector Check (Police Check) **(Required)**
- Current First Aid and CPR-C Certification. **(Required)**
- Up-to-date immunizations, Tdap and MMR **(Required)**

Preferred Skills:

- Ability to work both independently and with a team with minimal supervision.
- Effective interpersonal and communication skills.
- Excellent time management and organizational skills.
- Ability to work in a fast- paced environment

Application Process:

Submit resume and cover letter indicating position applying for to the attention of:

Recruitment Coordinator

HR@bgcsoutheast.ca

Please note that BGC South East will accommodate candidates as required under applicable human rights legislation. If you require a disability-related accommodation during this process, please inform us of your requirements and we will do our best to accommodate.

We thank all those who apply, however only successful candidates will be contacted for an interview.