



Manordale Women's Crafting Group - Childminding position

Position Type: Part time, contract, 2 hours week

Employment period: June 28, 2018 –March 28, 2019

Salary: \$15.00 hour

Job Area: Nepean

Scope of Position

The successful candidate will work with the Manordale Women's Crafting Group Facilitator to will provide direct hands-on program support and to ensure that the play sessions maintain the highest standards as set by Nepean, Rideau and Osgoode Community Resource Centre (NROCRC).

Job Specific Responsibilities

- Maintain a clean, safe and stimulating playgroup environment for young children. Includes set up and preparing session activities
- Ensure the children are supervised at all times
- Perform other related duties as assigned

Common Responsibilities

- Work in a manner that preserves confidentiality
- Work in a way that promotes collaborative and interdisciplinary teamwork
- Respect and value the diversity of communities and individuals

Qualifications

- Childcare experience preferred
- Minimum Current certificate in Infant/Child Emergency First Aid/CPR
- Experience working in a child/adult orientated environment preferred
- Demonstrated ability to work effectively in a multi-disciplinary team environment
- Excellent communication and interpersonal skills with adults and children, sensitivity to people of different cultural and socio-economic backgrounds.
- Fluent written and verbal skills English. Fluency in Arabic is an asset

Please submit your cover letter and resume by 4:30 pm., May 25, 2018

Reply to: Janet Donovan

By email: jdonovan@nrocrc.org

We would like to thank all candidates for applying, however, only those selected for an interview will be contacted directly. Due to the high volumes of interested applicants, we will not be able to receive phone calls asking for more information on available positions.

NROCRC is an equal opportunity employer committed to building a diverse work team representative of the community we serve.

NROCRC welcomes applications from people with disabilities. Accommodations are available on request for candidates taking part in all aspects of the selection process.