

Supply/Casual Child Care Educator

Employer: Glengarry Inter-Agency Group Inc. (GIAG)

Program: The Learning Centre (TLC) Before & After School Program

Locations: Multiple Sites (Applicants may select preferred locations)

1. Bridgewood Public School – 850 Nick Kaneb Dr., Cornwall, ON
2. Iroquois Public School – 66 Lakeview Dr., Iroquois, ON
3. Laggan Public School – 20345 Glenelg Rd., Dalkeith, ON
4. Longue Sault Public School – 13 Bethune St., Long Sault, ON
5. Rothwell-Osnabruck Public School – 1 College St., Ingleside, ON
6. Winchester Public School – 547 Louise St., Winchester, ON

Position Overview

Glengarry Inter-Agency Group (GIAG) is seeking **caring and reliable Supply/Casual Child Care Educators** to join our TLC Before & After School Programs at various school locations.

This position offers flexibility — Supply/Casual Educators can select the location(s) where they are interested in working and accept shifts that best fit their schedule. This is an excellent opportunity to gain experience in a licensed childcare environment, creating safe, inclusive, and stimulating spaces for school-age children before and after their school day.

Position Details

Shifts: Monday to Friday, Split Shifts (Before & After School)

Hours:

Morning:

6:30–9:30 AM — *Iroquois, Longue Sault, Rothwell-Osnabruck, Winchester*

6:30–9:15 AM — *Bridgewood*

7:00–9:30 AM — *Laggan*

Afternoon:

3:30–6:00 PM — *Iroquois, Laggan, Longue Sault, Rothwell-Osnabruck, Winchester*

3:15–6:00 PM — *Bridgewood*

Additional Opportunities: Straight 6-hour shifts on **PA Days, March Break, and Summer Break** at selected locations

Pay Rates:

Non-ECE Child Care Educator: \$20.63/hour

Registered Early Childhood Educator (RECE): \$26.74/hour

Key Responsibilities

Child Care & Program Delivery

- Maintain a welcoming, safe, and stimulating environment for children and families.
- Support program delivery guided by *How Does Learning Happen? Ontario's Pedagogy for the Early Years*, fostering belonging, well-being, engagement, and expression.
- Assist in setting up and maintaining play areas, toys, and resources.
- Support children's individual needs and communicate effectively with families and colleagues.
- Maintain confidentiality and promote positive relationships with children, families, and staff.

Regulatory & Licensing Compliance

- Follow all GIAG and TLC Policies and Procedures, as well as the **Child Care and Early Years Act (CCEYA)** and **Eastern Ontario Health Unit** guidelines.
- Maintain accurate records, attendance, and incident documentation as required.
- Report any Serious Occurrences promptly to the Site Supervisor and Program Manager.
- Participate in team meetings and professional development sessions.

Team Collaboration & Communication

- Work closely with Registered Early Childhood Educators (RECEs), Site Supervisors, and other staff to ensure quality programming.
- Support teamwork and positive communication within the childcare team.
- Assist with program planning, implementation, and clean-up as directed.

Work Environment & Other Duties

- Work both indoors and outdoors in a school setting.
- Assist with housekeeping and sanitization duties to maintain a clean and safe environment.
- Use cleaning solutions safely as required.
- May travel for meetings, workshops, or training sessions.

Qualifications

- Experience working with children in a licensed childcare or recreation setting
- Clear **Vulnerable Sector Check** (required prior to employment)
- Valid **Standard First Aid & CPR Level C** certification
- Up-to-date **immunizations and health assessment** reflecting:
 - Diphtheria/Tetanus/Pertussis (Tdap): Required every 10 years
 - Measles/Mumps/Rubella (MMR): 2 documented doses OR blood test (born before 1970 are considered immune)
 - Varicella (Chickenpox): 2 doses OR self-reported OR blood test
 - Hepatitis B: 2 or 3 doses, depending on age

- Knowledge of *How Does Learning Happen?* and the **Child Care and Early Years Act (CCEYA)**
- Flexibility to work various shifts and adapt to changing needs
- Strong communication, teamwork, and problem-solving skills
- Basic computer skills (Microsoft Word, Excel, Office 365)
- Ability to work both independently and collaboratively as part of a team

Equity, Diversity & Accessibility

GIAG is an equal opportunity employer, committed to **equity, diversity, inclusion, and accessibility**. We welcome applications from all qualified individuals. Accommodation is available upon request during all stages of the recruitment process.

This posting is also available in French upon request.

How to Apply

Please submit your resume and cover letter highlighting relevant experience and qualifications, using this link: <https://ca.indeed.com/job/supplycasual-child-care-educator-73ada24175a2d15d>

We thank all applicants for their interest in this position; however, only those selected for an interview will be contacted.

You can learn more about our agency by visiting: <https://giag.ca/>



**THE GLENGARRY INTER-AGENCY GROUP EMBARKED ON ITS 50TH YEAR OF OPERATIONS ON SEPTEMBER 6, 2025
LE GROUPE INTERAGENCES DE GLENGARRY A ENTREPRIS SA 50^e ANNÉE D'ACTIVITÉ LE 6 SEPTEMBRE 2025**