



## Teaching Assistants Supply

**Job Posting: 27-2019**

**Posted: March 7, 2019**

<b>Duties</b>	<ul style="list-style-type: none"> <li>• This position reports to the Manager of Day Care and assists in the implementation of child care programs that will meet the development needs of children enrolled in Anne Hathaway Day Care Centre.</li> <li>• Assists in the conduct of daily programs and activities for children between the ages of 18 months to 5 years, in an integrated environment, in accordance with teacher's daily programs plans and established procedures.</li> <li>• Assists individual children with crafts, learning centres, music time, snack/lunch time, indoor play and rest time.</li> <li>• Guides and assist children in the development of proper eating, dressing and toilet habits.</li> <li>• Assists in the proper and safe set up and clean-up of activity areas, and arrange rooms and furniture for lunch and rest periods.</li> <li>• Assists with the successful inclusion of children with multiple special needs.</li> <li>• Ensures that the children are in a safe environment at all times during daily routines and activities.</li> <li>• Assists in maintaining a safe working environment.</li> <li>• Attends staff meetings, training and workshops as required.</li> <li>• Performs other related duties as assigned.</li> </ul>
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>• Secondary School Diploma.</li> <li>• Up to 1 month related professional experience.</li> <li>• Must be able to meet screening and immunization requirements in accordance with corporate and Day Nursery Act requirements.</li> </ul>
<b>Department/Division</b>	<b>Social Services/Day Care</b>
<b>Reporting to</b>	Manager of Day Care
<b>Hourly Rate</b>	\$23.46 - \$24.95
<b>Closing Date/Time</b>	<b>Accepting applications until May 31, 2019 at 4:30 pm</b>

**To apply for this position:**

- Please submit a resume, clearly outlining your qualifications and experience, and quoting the job posting number.
- Applications can be submitted by email to [hr@stratford.ca](mailto:hr@stratford.ca). Please do not submit duplicates.
- Please include the Job Posting Number in the message subject line. Attachments should be in Microsoft Word or PDF format.

**Accommodations** are available for people with disabilities for all aspects of the recruitment process. Applicants should make their needs known in advance.

While we appreciate all applications received, only those selected for an interview will be contacted. Personal information collected in response to this advertisement is collected under the authority of the Municipal Act, 2001 to determine eligibility for employment with the City of Stratford. Please direct inquiries to the Human Resources Department at 519-271-0250 x 274.