



The Town of Gibbons is accepting resumes in our licensed/accredited Out of School Care programs for:

Out of School Care Assistant and/or Worker

- **Permanent Part-time (6.0 hrs. per day) during school year**

Key responsibilities:

- create, implement and provide children with age appropriate experiences based on observations
- encourage children's development through play
- engage children in age appropriate play opportunities (both indoor and outdoor)
- guide children's behaviour using positive child guidance techniques
- provide direct care/supervision to children in the program
- act as a role model through positive interactions
- offer excellent customer service to children, families and staff
- prepare snacks

Additional responsibilities:

- Daily general cleaning of room
- Regular daily/weekly cleaning of toys
- Regular monthly cleaning of outdoor play space / indoor gross motor room

Typical work schedule (subject to change based on the needs of the centre):

Part-Time –30.0 hours per week September-June (6:00am-9:00am and 3:00pm-6:00pm). Also, occasional PD Days from 9:00am-6:00pm.

Applicants must have an **Alberta Child Care Assistant and/or Worker Certification** or be willing to obtain. Town of Gibbons Grants available to help cover partial cost of obtaining Alberta Child Care Worker Certificate.

Additional Requirements: Candidates must possess: Standard First Aid/CPR, acceptable Police Information Check with vulnerable sector screening, knowledge of licensing regulations, along with exceptional communication and organizational skills.

Starting Rate of Pay \$19-\$22 per hour (depending on qualifications and experience).

For more information call 780-923-2374. Please forward: resume, covering letter and references to:

Laura Schmidt, Manager of Family and Support Services, Town of Gibbons
P.O. Box 68
Gibbons, AB T0A 1N0
Fax: (780) 923-3691
Email: lschmidt@gibbons.ca

Only those selected for an interview will be contacted. Posting will remain open until filled