



### External Job Posting

<b>Position:</b>	<b>Early Childhood Educator Assistant</b>
<b>Contract type:</b>	<b>(35 hours /week from July 6 to August 28, 2026)</b>
<b>Start Date:</b>	<b>July 6, 2026</b>
<b>Location:</b>	<b>Peel Region</b>
<b>Rate:</b>	<b>\$17.60 per hour</b>
<b>Deadline to apply:</b>	<b>May 29, 2026</b>
<b>Number of Positions:</b>	<b>2</b>

MNS is a non-profit charitable organization which has provided settlement and community support services since 1975. For more information about MNS, please visit our website at [www.mnsinfo.org](http://www.mnsinfo.org)

### POSITION SUMMARY

The **Early Childhood Educator Assistant (Canada Summer Jobs)** will report to the Assistant Manager of Family Services. The Early Childhood Educator Assistant will support the implementation of daily program planning and assist in delivering a safe, engaging, inclusive, and developmentally appropriate early learning environment for children.

The role supports educators in the planning, preparation, and delivery of activities that promote children's physical, social, emotional, and cognitive development while ensuring high-quality care and supervision throughout the summer program.

### DUTIES & RESPONSIBILITIES

- Support the implementation of daily program plans for children in our EarlyON learning environment
- Assist in planning and delivering age-appropriate activities that support early childhood development
- Provide support in creating a safe, welcoming, inclusive, and nurturing environment for all children
- Supervise and engage children in indoor and outdoor activities, ensuring active participation and well-being
- Support children's social, emotional, and physical development through play-based learning
- Assist with classroom setup, clean-up, and preparation of learning materials and activity spaces
- Help maintain consistent routines, transitions, and positive behaviour guidance strategies
- Observe and report any concerns regarding children's development, behaviour, or well-being to the supervisor
- Support health and safety practices, including hygiene routines and daily headcounts
- Maintain effective communication with staff, and when appropriate, with parents/caregivers under supervision
- Assist with documentation, including attendance records, daily logs, and program notes

- Follow all policies, procedures, and licensing requirements
- Participate as a collaborative member of the early years team
- Perform other duties as assigned

## QUALIFICATIONS AND REQUIREMENTS

- Ability to communicate effectively in English
- Experience or interest in early childhood education or working with young children (ages 0–12 depending on program setting)
- Enrollment in or completion of an Early Childhood Education program is considered an asset
- Knowledge of child development and play-based learning is an asset
- Strong interpersonal, communication, and teamwork skills
- Ability to take direction, show initiative, and work in a fast-paced childcare environment
- Ability to support inclusive programming in a diverse environment
- Must be able to work in both indoor and outdoor settings
- Current Standard First Aid with CPR certification required (or willingness to obtain prior to start date)
- Vulnerable Sector Police Check required upon hire

Applicants must meet **Canada Summer Jobs eligibility requirements**, including being between 15 and 30 years of age at the start of employment, and being a Canadian citizen, permanent resident, or a person on whom refugee protection has been conferred under the Immigration and Refugee Protection Act. International students are not eligible.

Upon hire, candidates must provide a current police record check.

Please submit a resume and cover letter to the Hiring Committee at **hr@mnsinfo.org** by **May 29, 2026**. We thank all applicants; however, only those selected for interviews will be contacted.

*My Neighbourhood Services is committed to providing accommodations throughout the recruitment process. If you require accommodation, please notify us and we will work with you to meet your needs.*