CLINTON CO-OPERATIVE CHILDCARE CENTRE INC
27 Percival St. PO Box 489
Clinton, ON N0M 1L0
519-482-5777
clinton@clintonchildcare.com

Title: Early Childhood Educator
Reports To: Executive Director
Location: Clinton

Position Status: **Part-Time Educator**
Before & After School at Clinton Public School

Hourly Pay: RECE $23.75-$28.28
Non-Qualified $19.86-$23.75

Hourly Work Week: 25 hour work week
Split Shift 7:00-9:00am/2:30-5:30pm

Overtime: Eligible after 44 hours/week

Benefits: Extended health, dental, EAP, and RRSP matching – after successful completion of probation period

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Job Summary:
To collaborate closely with all other members of the program team to design and implement a balanced child development program that supports the children's emotional, physical, social and intellectual growth in accordance with the philosophies of the Clinton Co-operative Childcare Center. This position is in our before and after school program at Clinton Public School.

Principle Duties & Responsibilities

- Maintain active supervision of children and required ratios at all times, including arrivals, departures, outdoor and transitions between before and after school
- Provide a nurturing and welcoming environment for children and their families
- Follow the Clinton Co-operative Childcare Centre program statement
- Shares in the responsibility for planning, preparing and implementing learning experiences and play opportunities by following the children's interest and child's lead; including updating program plans weekly and documentation
- Participates fully and consistently as a conscientious team member in caring for the children and in the overall operation of the program
- Maintain regular and open communication with program team members and all other co-workers
- Maintain regular communication with families

- Ensures the program operates in compliance with all childcare licensing standards
- Build positive, responsive and professional relationships with children, families and all staff
- Knowledge and implementation of CCCC policies and procedures; Childcare and Early Years Act, and the Ministry of Education
- Shares responsibility for maintaining program equipment in good repair, assists with toy/equipment disinfecting, and follow health regulations
- Shares responsibility for maintaining the play environments and storage areas in an organized and clutter-free condition
- Participate in regular fire drills and other emergency procedures
- Participates in ongoing professional development and attends all mandatory workshops or training, as well as meetings and trainings as required
- Provide guidance to volunteers, college placement students and high school co-op students, and at times oversee and assist in evaluations
- Assists the Executive Director in maintaining a safe and healthy work environment by promptly reporting any existing and/or potential workplace hazards
- Performs other duties as may be assigned from time to time by the Executive Director

Qualifications:

- Currently enrolled in Early Childhood Education program preferred but not required
- Must possess an Early Childhood Education Diploma from a recognized College or equivalent, and be a registered member of the College of Early Childhood Educators, preferred by not required
- Relevant experience in child development and working within a licensed childcare environment
- Must possess current First Aid and CPR with AED certification including Infant and child CPR
- Clear Vulnerable Sector Check, or current within 6 months or able to obtain
- Required to maintain immunizations and be free of all communicable diseases

Please submit cover letter and resume to the attention of Amanda Smale, Executive Director at clinton@clintonchildcare.com by Friday, September 18, 2026

Those candidates selected for an interview will be notified by email on Monday, September 21, 2026