



Mississippi  
Mills

**EMPLOYMENT OPPORTUNITY**  
**MISSISSIPPI MILLS CHILDCARE SERVICES**  
**PERMANENT PART-TIME TEACHING ASSISTANT**

The Municipality of Mississippi Mills is located a short drive west of the Nation's Capital and is comprised of the quaint villages of Pakenham, Blakeney, Appleton, Clayton, the township of Ramsay and the friendly Town of Almonte. It boasts some of the province's, and Canada's most famous landmarks and is a natural playground for the outdoor enthusiasts. Mississippi Mills is well renowned for its many festivals and events and is quickly becoming a popular destination for those looking to experience great cuisine, charming unique storefronts and historical landmarks. Abundant with many walking trails, golf courses, lakes and rivers, Mississippi Mills provides the perfect setting to live, work and play. We can't wait for you to join our amazing team.

Reporting directly to the Manager of Childcare Services, the Teaching Assistant will offer quality care to children in our programs by implementing sound pedagogical practice and leadership to ensure the best possible outcomes.

*We are currently seeking a Permanent Part-time Teaching Assistant to join our team:  
(with the possibility of advancing to permanent full-time)*

*Hourly rate of \$23.01 - \$29.15 (plus 6% in lieu of vacation)*

*The ideal candidate will possess:*

- ✓ Secondary School Diploma
- ✓ 6 mnths to 1 year experience working in a childcare setting
- ✓ Standard first Aid/CPR C or willingness to obtain
- ✓ Up to date immunizations
- ✓ Current Police Vulnerable Sector Check
- ✓ Good organizational and interpersonal skills
- ✓ Valid Food handlers' certificate (an asset)

*The Municipality of Mississippi Mills offers:*

- OMERS Pension
- Professional Development Opportunities
- Employee and Family Assistance Program

And so much more...

For a detailed job description and complete listing of position requirements, please visit the Mississippi Mills website under Jobs at [www.mississippimills.ca/jobs](http://www.mississippimills.ca/jobs).

We invite qualified candidates to submit a detailed **resumé and cover letter** in confidence to Cyndy Woods, Human Resources at [cwoods@mississippimills.ca](mailto:cwoods@mississippimills.ca). The email subject line should include your last name and the position you're applying for no later than **12 o'clock noon on January 24, 2025**.

We thank all applicants for their interest but advise only those applicants selected for an interview will be contacted.

*The Municipality of Mississippi Mills believes that our employees are our greatest strength. We strive to create a culture where all staff feel that they are part of an inclusive environment where differences in thought, perspective, and experience are valued, diversity is celebrated and all persons are treated with dignity and respect. We welcome applications from all underrepresented groups.*

*If you require accommodation throughout any part of the recruitment process, please contact Human Resources to let us know how we can assist you.*

*Information collected will be used in accordance with the Municipal Freedom of Information and Protection of Privacy Act for the purpose of selecting a candidate.*