

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 RECE will offer quality care to school-aged children in our program by implementing sound pedagogical practice and leadership to ensure the best possible outcomes for children attending our childcare centres.

We are currently seeking to fill the following position in our Before and After program:

- **RECE Permanent Position** (opportunity to advance to full-time) - Hours are split shifts 6:30am-9:30am and 3:00pm-6:00pm, approximately 30-40 hours per week with occasional covering of afternoon sleep periods.

*Hourly rate of \$30.42 - \$37.41 (plus 6% in lieu of vacation)
Anticipated start date is to be confirmed*

The ideal candidate will possess:

- ✓ RECE or equivalent from an accredited College or University, may accept applicants with Child & Youth or a Recreation & Leisure diploma or a member of the Ontario College of Teachers in good standing
- ✓ Standard first Aid/CPR C or willingness to obtain
- ✓ Up to date immunizations
- ✓ Current Police Vulnerable Sector Check
- ✓ Experience working with school age children
- ✓ 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/en/municipal-hall/jobs.aspx

We invite qualified candidates to submit a detailed **resumé and cover letter** in confidence to Cyndy Woods, Human Resources at 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 November 7, 2025**.

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

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.

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.