



**Supply Teachers**  
**Location – East Parry Sound**  
**Early Learning and Child Care Centres**  
**(Powassan, South River, Emsdale)**

Employment with the District of Parry Sound Social Services Administration Board offers an opportunity to make a positive contribution to our community. Providing caring human services, we are a forward-thinking organization focused on continuous improvement, employee growth and development, and providing exceptional service. We are dedicated to upholding a respectful and inclusive workplace with PSDSSAB values, supporting our employees, and offering generous compensation. We also encourage ongoing professional development and a healthy work-life balance.

**Overview of the Opportunity**

Casual **Supply Teachers** guide and supervise children enrolled in the Child Care Program in all areas of development, under the direction of the Supervisor and in accordance with the Child Care and Early Years Act and the philosophy of the Directly Operated Child Care programs. This is a casual position; shifts are scheduled on a call-in basis. Work includes direct interaction with children that can be physically demanding.

**Supply Teachers can select availability for the following locations and programs:**

- Early Learning & Child Care Centres (Fairview in Powassan, First Steps in South River, and Highlands in Emsdale)
- School-Age Program (Powassan and Sundridge)
- EarlyON Child and Family Centres (South River and satellite sites throughout East Parry Sound)

**Required Qualifications Include**

- Experience in a related childcare field.
- Secondary School Graduation Diploma.
- Early Childhood Education Diploma and current membership with the College of E.C.E., considered an asset.
- Good written and verbal communication skills.
- Ability to deal professionally with peers and parents in a friendly and cooperative manner.
- Clear Vulnerable Sector Check.
- Ability to work independently, as well as part of a team.
- Ability to travel throughout the District as required.
- Must obtain certification in Standard First Aid, including Infant and Child CPR within 3 months of hire.
- Food Handler certification, an asset.

**Principal Responsibilities Include**

- Ensure the health and safety of all children.
- Actively teach and observe children in both a group setting and on an individual basis and participate in the learning process of each child.

- Support inclusive activities that are stimulating and appropriate to the interests, needs, and ages of the children, in accordance with relevant legislation and current Ministry of Education Pedagogy and curriculum requirements.
- Work will include direct interactions with children, which can be physically demanding. The Supply Teacher may be responsible for lifting and carrying children and equipment and may need to spend time sitting on the floor, or child-sized furniture.
- Communicate with staff, parents, guardians, the school board, and the Supervisor regularly.
- Follow all policies, procedures, and protocols as they apply to the Early Learning and Child Care Centre and School-Age Program.

A full copy of the job description, including full qualifications and responsibilities, is available upon request from [jobs@psdssab.org](mailto:jobs@psdssab.org)

**We are proud to offer the following to our casual employees**

OMERS Pension with 100% matching contributions, Employee Assistance Program, and professional development.

**Salary Range**

\$22.33/hour, as per Collective Agreement, plus 4% vacation pay.  
This position qualifies for Wage Enhancement.

**Classification**

OPSEU – Supply Teachers  
Status – Part-time/Casual

**Please submit a cover letter & resume referencing job ID 25U-03 (open until filled)**

**Attn: Danielle Villeneuve, CHRP, Director of Human Resources, Email: [jobs@psdssab.org](mailto:jobs@psdssab.org)**  
1 Beechwood Drive, Parry Sound, ON P2A 1J2

**To view other employment opportunities, visit [www.psdssab.org/employment](http://www.psdssab.org/employment)**

We thank all applicants for their interest in this position; however, only those selected for an interview will be contacted.

Personal information is collected pursuant to the Municipal Freedom of Information and Protection of Privacy Act R.S.O. 1990, c. M.56, and will only be used to determine employment eligibility. Questions about the collection of information may be directed to the Privacy Officer at 705-746-7777 Ext. 5264.

The DSSAB welcomes and encourages candidates from First Nations, Métis, and Inuit, racialized and LGBTQ2S+ communities, women, and people with disabilities. The DSSAB is committed to an inclusive and barrier-free recruitment process and work environment. In accordance with the AODA, if you require accommodations, please contact the HR department. As a designated employer under the French Language Services Act, we are committed to providing clients with access to our programs and services in French. Bilingualism is considered an asset for all positions.

