



ECE Assistant

Temporary · Full -Time · Unionized

Andrew Fleck Children's Services is hiring an ECE Assistant Floater! In this role you will assist the Early Childhood Educators (ECE) in providing a nurturing, developmentally appropriate, healthy and safe environment to meet the needs of children in the group setting.

As ECE Assistant Floater, you will primarily work at the Sunflower Program but you will also play a vital role in supporting nearby child care programs. You will float between the sites, sometimes working full-day shifts at one location or splitting your day between two.

Available from: June 30th, 2025 to July 3rd, 2026
Salary: \$22.08 to \$25.07 per hour
Hours: 35 hours per week, hours between 8:45 am to 4:45 pm
Location: Sunflower Child Care Program, 700 Montreal Road, Ottawa, ON
Closing date: June 13th, 2025
Apply: E-mail a copy of your resume to hrrecruiting@afchildrensservices.ca

What Andrew Fleck Children's Services offers...

- ✓ Competitive salary
- ✓ Comprehensive benefits package including 3 weeks of vacation & Benefits plan through Canada Life
- ✓ A unique culture that fosters leadership, responsiveness, communication, and teamwork
- ✓ A place where your opinions will be respected, and your contributions valued
- ✓ A chance to grow – personally and professionally – through workshops, mentorship programs and courses, to upgrade skills, and develop new areas of expertise
- ✓ Participate in career development opportunities for a variety of different position types available within the AFCS organization
- ✓ A strong commitment to equity and diversity in the workplace and community

In this role you will...

- ✓ Meet children's needs for continuance of care, routines and education in the absence of a regular caregiver
- ✓ Implement program plans daily
- ✓ Observe children's behaviours and levels of participation
- ✓ Attend to physical needs of children
- ✓ Assist in maintaining a healthy and safe environment
- ✓ Ensure positive communication with parents

To qualify for this role you have...

- ✓ Previous experience assisting in early learning and care environments or working directly with children
- ✓ Valid Drivers License and access to a car
- ✓ Clear Police Record Check (Vulnerable sector) completed in the last 6 months
- ✓ Current Standard First Aid and CPR certification
- ✓ Demonstrate understanding of a licensed group care environment
- ✓ Proven ability to work closely with other team members
- ✓ Sensitivity and respect for individual and cultural differences
- ✓ Adequate energy and ability to meet the physical demands of the job
- ✓ Early Childhood Education diploma or degree from a recognized college or university or other equivalent education (would be an asset)
- ✓ An additional language (would be an asset)

We are an equal opportunity employer. We thank all applicants for their interest; however only those selected for an interview will be contacted. Should the applicant require any accommodations during the application process please notify Human Resources at hrrecruiting@afchildrensservices.ca

