



Rural Frontenac Community Services

Daycare Summer Position

Job Description

RFCS is committed to an inclusive workplace where everyone is treated with respect, dignity, and fairness. We advocate for underrepresented groups, including the LGBTQ2S+ community, Indigenous peoples, linguistic minorities, persons with disabilities, women, youth, older workers, newcomers, and all visible minorities. We acknowledge that diverse employees bring enriching experience-based knowledge to the workplace and our services.

Position: Daycare Summer Position 30 hours a week for 7 weeks starting July 6, 2026
Must be 18 years of age (Ministry of Education requirement for Supervision of children)

Hours: 6.5 hours a day (1/2-hour unpaid lunch)

Rate of pay: \$18.00 per hour

Supervisor: Daycare Supervisor

Job Responsibilities

1. To support children in their play in the daycare
2. To establish and create a stimulating environment for the children
3. To establish positive and cooperative working relationships with parents and their children

1. To support children in their play in the daycare

- a) Create a quality day care program with the RECEs
- b) Support and guide children with daily routine
- c) To participate in supervision meetings with the Daycare Supervisor

2. To establish and create a stimulating environment for the children

- a) To maintain a clean, safe and age-appropriate environment
- b) To assist in creating activities that respond to the children's interest and reflect their learning
- c) To research activities that respond to the interests of the children in the room

To establish positive and cooperative working relationships with parents and their children

- a) To complete the daily documentation form with information regarding the child's day when required
- b) To contribute to the children's portfolio and learning stories with the parents so they are aware of their child's development and milestones
- c) To respond to parents' concerns and follow up with the Supervisor as required

Qualifications and Experience

- Experience in working with children – babysitting etc.
- Currently enrolled in Early Childhood Education as an asset
- Current CPR C and Basic First Aid qualifications

Knowledge and Skills / Core Competencies

- Caring and compassionate
- Able to relate to children and establish a positive rapport
- Adaptability/ flexibility
- Reliable and dependable

Requirements

Vulnerable Sector Screen

Please submit a cover letter and resume to: susanw@rfcs.ca or drop off at 1004 Art Duffy Rd., Sharbot Lake, ON (Lower Level)

By June 5, 2026