



PLEASE POST IMMEDIATELY

**Child Minder – Community Hub
Part-time Contract**

Rose of Sharon Services for Young Mothers is a registered charity that provides free programs and educational services in York Region to more than 300 vulnerable prenatal and parenting youth annually. For 40 years, our programs have empowered young mothers to embrace their strengths, build parenting skills, deepen their knowledge of child development, and develop the personal capacity to overcome barriers. Offered both online and on-site in a welcoming, inclusive space, youth parents set goals and work toward creating the future they envision for themselves and their children. For more information, please visit: roseofsharon.com.

JOB OPPORTUNITY:

1-year part-time contract (February 2026 – February 2027), 4 hours per week with potential for continuing. Some weeknights, Friday afternoons and Saturdays work scheduling required. Funded through a 1-year grant, the Child Minder - Community Hub will assist with the care of infants and children of parents who are attending community hub workshops. This individual will report to Rose of Sharon's Program Manager.

DUTIES AND RESPONSIBILITIES:

- Work closely with the Rose of Sharon staff to provide child-minding support for families.
- Maintain a safe and healthy environment for infants, toddlers and preschoolers; create a calm and welcoming atmosphere.
- Assist with early learning educational activities for infants, toddlers and preschoolers.
- Assess and monitor behaviors and/or situations that may suggest a child is at risk, as per agency policies.
- Adherence to the legislative regulations and duties set out for an Early Childhood Educator under the current Child Care and Early Years Act.
- Always ensure the safety and maintenance of equipment and toys.
- Assist with child minding orientation for parents of participating children.
- Initiate, establish and maintain a continuing positive and supportive relationship with parents.
- Perform housekeeping tasks such as laundry, cleaning, disinfecting and organizing of the Child Development Centre.
- Assist with the preparation of and full participation in special events geared towards both parents and children.
- Represent the organization professionally with community partners and stakeholders.
- Perform other duties as assigned.

QUALIFICATIONS AND SKILLS:

- Diploma/Degree in Early Childhood Development or child related field is preferred. Preference will be given to those registered and in good standing with the College of Early Childhood Educators.
- Experience with the document 'How Does Learning Happen?' and pedagogical documentation practices is an asset.
- Familiar with Play Based Learning Philosophies.
- Infant/Child First Aid certified.

- Demonstrated ability to direct, instruct and care for children.
- Experience in social service programs and activities.
- Knowledge of York Region community resources is an asset.
- Strong interpersonal and communication skills with proven ability to build and maintain positive working relationships and work in a collaborative team environment.
- Excellent listening, communication, and presentation/facilitation skills.
- Well organized, able to work independently.
- Proficiency with standard office software and scheduling tools.
- Adhere to agency policies and procedures.
- A satisfactory Vulnerable Sector Criminal Records Check.
- Valid driver's license and access to a reliable vehicle may be required.
- Recent 2-step TB test

PERSONAL SUITABILITY:

- Collaborative, flexible, and solutions focused.
- Respectful, non-judgmental, and culturally responsive.
- Strong attention to detail with a service-oriented approach.
- Commitment to the organization's mission, values, and community-centered work.

WORKING CONDITIONS:

- Availability on weeknights, Friday afternoons and Saturdays.

PHYSICAL REQUIREMENTS:

- Will spend time standing, lifting, caring for children ages 0-6.
- Some light lifting of supplies and materials from time to time.

SALARY:

- Salary range of \$20-\$26 per hour x 4 hours per week

Application Deadline: February 28, 2026

Please forward resumes and cover letters to: lknipe@roseofsharon.com by February 28, 2026.

We thank all applicants for their interest. We will contact only those selected for an interview. For more information about Rose of Sharon, please visit our website at: roseofsharon.com. Applicants are encouraged to provide a valid email address for communication purposes. Applicants who provide an email address may receive their written correspondence with respect to this job posting directly to the email address provided. As an applicant, it is your responsibility to ensure that you check your email regularly to receive this correspondence.

ROSE OF SHARON IS AN EQUAL OPPORTUNITY EMPLOYER. We encourage people of all races, ethnic origins, religions, abilities, gender identities and sexual orientations to apply. In accordance with Ontario Human Rights Code, Accessibility for Ontarians with Disabilities Act, 2005, accommodation will be provided in all parts of the hiring process. If you are an individual with a disability and you need accommodation in applying for this position, please email us at: lknipe@roseofsharon.com and identify the job title in the subject line.