



Part-Time Before and After School Program Assistant

Before and After School

Successful applicants will assist in supervising the Before and After School programs for Howick Central Public School students at the Howick Community Centre. Staff must be able to work in a fast-paced, busy childcare environment and deal effectively with parents, children and other team members.

Primary responsibilities:

- a) Assist with teaching age-appropriate activities;
- b) Provide a safe, warm and caring atmosphere for participants;
- c) Enhance participants social, emotional, cognitive, physical and language skills;
- d) Communicate with parents through daily drop-off and pick-up.

Positions will work out of the Howick Community Centre.

Monday to Friday – no weekends!

Before School Hours: 6:15 am. - 9:15 am. (as needed when enrollment exceeds 15 children)

After School: 2:55pm - 6:05 p.m.

Additional hours may be scheduled for PA Days throughout the school year, over March Break and/or Summer Day camps, if desired.

The ideal candidate will possess:

- Strong interpersonal skills
- Strong written and oral communication skills
- Strong time management skills, well organized
- Knowledge of best practices for engaging children and the ability to implement a caring, safe and stimulating educational environment for children
- Computer skills for word processing, photo printing, preparing materials
- Working knowledge of Early Childcare Education legislation.

Qualifications:

- Minimum 18 years of age
- High Five PCHD Training is an asset
- Current Standard First Aid and CPR Training

Starting Salary: \$19.05 - \$22.29 per hour (2026 Salary Grid)

*All staff involved with the Before and After School Program will be required to obtain a criminal record and vulnerable sector check prior to the start of the program.

How to Apply

Please submit your resume before 12:00 pm. Friday September 25th 2026

Brady Ropp Manager of Recreation & Facilities, recreation@howick.ca