SMITHS FALLS
RISE AT THE FALLS

EMPLOYMENT OPPORTUNITY

Supply Childcare Teacher

RECRUITMENT 2026-CDC-23

The Town of Smiths Falls is a vibrant, progressive single tier municipality with a population of 9000. One of Eastern Ontario's most scenic communities, we are centrally located within an hour of Ottawa, Kingston, Brockville and the US Border. The Town provides high quality and affordable life for its residents and is nestled in between prime water frontage along the Rideau Canal – a UNESCO World Heritage site and has many beautiful heritage buildings and recreational facilities.

The Supply Childcare Teacher will provide safe, inclusive nurturing care and educational programming to children ages toddler to school age. Responsibilities will be fulfilled in accordance with the Child Development Centre's program statement and in strict compliance with the Child Care and Early Years Act.

Key Duties and Responsibilities:

- Provide a welcoming and positive learning environment
- Plan and implement the daily program including preparation of the environment, materials and supplies.
- Ensure the children are supervised at all times within approved teacher-child ratios;
- Document the children's learning and health and safety.
- Develop and maintain positive relationships and regular communication with parent-clients and co-workers.

Skills and Qualifications:

- Ontario Secondary School Graduation Diploma
- RECE considered an asset but not required
- Valid Standard First Aid and CPR/C Certificates
- Solid knowledge of the Child Care and Early Years Act, 2014, College of Early Childhood Educators Code of Ethics and Standards of Practice July 2017 and the Duty to Report
- Superior professionalism and interpersonal skills; high degree of initiative and dedication and commitment to provide high-quality programming for children.
- Must be a reliable team player, contributing positively to a cooperative and inclusive environment.
- Provision of a satisfactory Vulnerable Sector Check and Driver's Abstract
- Valid Driver's Licence

Position Type: Casual (as needed) – No minimum hours guaranteed
Location: Thurber Street and/or Ross Street Child Development Centre Location

What we Offer:

Wages:

RECE Hourly Rate Band E	($28.52-$33.12)
NON RECE Hourly Rate Band D	($25.74-$29.93)

How to Apply:

Qualified applicants are invited to submit their resume and cover letter quoting recruitment number *2026-CDC-23* by **Tuesday November 24, 2026 at 4:00 p.m.,** to Human Resources , Town of Smiths Falls, P.O. Box 695, 77 Beckwith Street North, Smiths Falls, Ontario, K7A 4T6 or via email at careers@smithsfalls.ca

It is preferred that emailed applications be submitted in one file preferable in MSWord or Adobe format.

The Town of Smiths Falls is an equal opportunity employer, committed to ensuring all candidates are able to participate in the interview process fully and equally. If contacted for employment, please let us know if you require any accommodations to ensure you can participate fully and equally during the recruitment and selection process. We thank all applicants for their interest and only those selected for an interview will be contacted.
Personal information collected from applications is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act, and will be used to determine qualifications for employment. Questions about the collection of Information should be directed to the Clerk at the address indicated above.