

The Town of Gibbons is accepting cover letter and resumes for the following position:

POSITION TITLE: Gibbons Family Resource Centre-Sturgeon Adult Learning Childminder
REPORTS TO: Manager of Family and Community Supports
WORK WEEK: Contracted Part-time Employment
Up to a maximum of 10hrs per week (will vary according to need)
September 2023-June 2024
Monday-Friday between 9:00am-4:00pm (will vary according to need)

Under the supervision of the Manager of Family and Support Services this position is responsible for providing childcare support to the Sturgeon Adult Learning Programs.

Roles and Responsibilities:

- Will work as part of the Sturgeon Adult Learning Team to provide programming to the region.
- Will work with Program Coordinator to prepare space before and after the program.
- Will be responsible for watching over the children (ages 0-4 years) of the participants enrolled in various programs.
- Will be responsible for preparing snacks and cleaning up afterwards.

Qualification and Requirements:

- Previous childcare experience.
- Standard First Aid/CPR, acceptable Police Information Check with vulnerable sector screening, clear Intervention Record Check.

This position may require the employee to work additional hours.

Starting Rate of Pay \$21.00-\$22.00 per hour.

Application Deadline: **Wednesday, August 31, 2023, at 12:00pm (noon)**

Please forward cover letter and resume to:

Laura Schmidt
Manager of Family and Supports Services
P.O. Box 68
Gibbons, Alberta T0A1N0
lschmidt@gibbons.ca