



Trafalgar Castle
School

At **Trafalgar Castle School**, our goal is to lay the foundation for your daughter's future, and give her the tools to carve out her own destiny. We offer an unparalleled curriculum delivered in an atmosphere of support from her teachers and peers alike. Our castle is a place like no other – one that cultivates skills, ignites curiosity and brings your daughter into her own, whether she is an artist, an athlete, an intellectual, or a little of each. Capable and confident, our graduates are exceptional young women who know without question - their possibilities are endless.

Located just east of Toronto in Whitby, Ontario, **Trafalgar Castle School** provides a rich learning environment for academic and personal growth and development of young women. With a current enrolment of 220 day and boarding students from Grades 4 to 12, our community offers a vibrant and diverse atmosphere. We are excited to announce that we are expanding our day program and welcoming even more girls to the Trafalgar community with the addition of Grade 4 this September.

Our school is a community – small, close-knit, supportive and spirited. Our teachers go above and beyond, wear many hats, and get to know every girl by name. They participate in a school-wide camp adventure every fall, don silly outfits on Spirit Days, and engage students in meaningful and authentic learning, both in and outside the classroom. Together, we work hard, support each other, and aren't afraid to ask ourselves how we can do better. We may be small, but we're definitely mighty!

We are currently seeking to fill the role of:

After School Caregiver

Reporting to our Director of Lower School, the After School Caregiver plans and implements a safe, fun, and enriching after school program for girls ages 9 to 12. We are seeking a creative, enthusiastic professional to join our team of educators.

The After School Caregiver must have the ability to plan, develop and implement age appropriate programs that value play and inquiry as a means to actively support all areas of a child's health, development and overall well-being. Students will find you to be approachable, available, knowledgeable, genuine and supportive. This position is part-time, Monday through Thursday 3:00pm - 6:00pm. and Friday 2:30pm to 5:30pm.

RESPONSIBILITIES AND PERFORMANCE REQUIREMENTS:

- Plan for and implement an inquiry based emergent curriculum based on children's individual interests and needs
- Develop programs for indoor and outdoor environments
- Assist children with their homework
- Ensure a caring, stimulating and inclusive environment
- Ensure the safety and security of the students in the aftercare program from arrival through to dismissal
- Be knowledgeable of and practice emergency procedures
- Communicate with parents, students and school staff in a timely manner
- Maintain accurate records
- Other duties as assigned

KNOWLEDGE, SKILLS AND ATTRIBUTES:

- Excellent communication and interpersonal skills
- Demonstrates an empathetic approach and patient demeanor
- Knowledge of Ontario's Elementary Curriculum (especially regarding literacy and math)

EDUCATION AND EXPERIENCE

- Registered Early Childhood Educator (RECE), Child and Youth Worker (CYW), Early Childhood Assistant (ECA), or Bachelor of Education (OCT) qualifications required
- 1 – 2 years' experience working with school aged children
- Passion for working with children and providing quality play-based learning
- Demonstrated ability to program plan and implement age appropriate activities
- Professional, positive, approachable, creative and flexible
- Ability to take initiative and follow directions, as required
- Ability to work independently with little supervision
- High Five Training is an asset
- Valid standard First Aid and CPR
- Current vulnerable sector police record check is required

Interested candidates should submit a resume and cover letter as soon as possible to:

Peggy Watt, Human Resources Manager

Trafalgar Castle School

401 Reynolds Street, Whitby, ON L1N 3W9

Email: careers@trafalgarcastle.ca

Trafalgar Castle School thanks all interested candidates, however, only those selected for an interview will be contacted. **Trafalgar Castle School** is committed to providing accommodations for persons with disabilities. If you require accommodation at any stage during the recruitment process, please contact Human Resources so that we may work with you to meet your needs. As a condition of employment, successful candidates will be required to submit a current original Vulnerable Sector Screening from the police jurisdiction in which they reside prior to commencing employment.

For further information, please visit us online at: www.trafalgarcastle.ca.