



Regular Full-Time Early Years Specialist
Posting # SS2026-024
\$34.14-\$40.76 per hour

MANDATE:

Reporting to the Children's Services Manager, the successful incumbent will work collaboratively with early year's services and community partners in a range of services. They will provide support and leadership, building strong services for families and children in our communities.

QUALIFICATIONS:

Minimum 2-year post-secondary diploma in Early Childhood Development, Early Childhood Education, Behavioural Sciences, or a related field and Registered Early Childhood Educator in good standing with the College of ECE. 1 - 2 years' experience working in the children's services sector. Knowledge in relevant legislation, including the Ontario Child Care and Early Years Act, as well as an understanding of licensing requirements and the Ministry's vision and directives. Proven experience in community development and service planning, supported by a comprehensive understanding of *How Does Learning Happen?* Ontario's Pedagogy for the Early Years, and the Early Years Framework. Knowledge of programming and research on early child development and quality assurance experiences and best practices. Experience and/or understanding of the role as a system manager for Early Years and Family Support programs. Project management, demonstration of consultative skills, community development, creativity and ingenuity are required to developing strategies and providing recommendations. Computer proficiency in MS Office suite of applications and quick adaptation to new databases. Verbal and written French skills are definite assets. A valid drivers license and access to a vehicle is required.

This is a vacant position and is evaluated at Level 8 (\$34.14-\$40.76 per hour) as per the 2026 O.P.S.E.U. Salary Grid. 35 hours per week. Ability to work flexible hours including some evenings and weekends depending upon the needs of the community. Travel is required among childcare centres throughout the County. **Starting January 4, 2027.**

What we offer: Competitive compensation, alternate work arrangements, extended healthcare coverage, dental and vision care, disability insurance, life insurance, Ontario Municipal Employers Retirement System (OMERS) pension plan, Employee Assistance Plan (EAP), training, and development opportunities.

Lanark County employee slogan is "Working Together to Achieve Greatness." If you embrace this ideal and you meet the position qualifications above, please submit your application by selecting "apply link" on our website, no later **than Sunday November 1, 2026.**

When submitting your application, please ensure your cover letter, résumé and any other related documents are submitted in one file preferably MSWord (.doc or .docx) or Adobe (.pdf). The file name should include your name and the job posting number (example: Jane/John Doe SS2026-024).

Lanark County is an organization that strives to embrace the spirit of inclusion, diversity, equity and accessibility. We are an equal opportunity employer committed to building an inclusive and barrier-free environment in which all individuals have access to the County's goods, services and facilities. **If contacted for an employment opportunity, please let us know if you require any accommodations to ensure you can participate fully and equally during the recruitment and selection process.**

We would like to thank all who apply, but only those applicants selected for an interview will be acknowledged.

Note: Personal information collected from applications is collected under the authority of the 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 Human Resources Department at the address indicated above.