

## **Program Instructor 1 – Preschool Programs**

**(Job # 2025-071-IE)**

**Department:** Community Services  
**Status:** Part Time, Seasonal  
**Date Posted:** July 25, 2025  
**Date Closing:** **August 15, 2025, 4:00 p.m.**  
**Number of Positions:** 1  
**Scheduled Hours/Shifts:** Tuesdays 9:30 am – 11:30 am  
Wednesdays 9:30 am – 11:30 am  
Thursdays 9:30 am – 11:30 am  
**Salary:** \$28.81 - \$32.41 per hour  
**Flexible Working Arrangements:** Unavailable

---

### **WHY Stouffville:**

Working for the Town of Stouffville means being a part of one of HRD Canada's Best Places to Work. Here, we foster a sense of belonging as a tightknit workforce. The Town is dedicated to supporting employees by offering competitive wages, opportunity to participate in OMERS pension plan, flexible schedules, complementary gym membership and access to our employee discount program.

Join the Town's Recreation team and jump at an opportunity to work amongst a dynamic group of peers in a positive work environment. Your work will have a direct and positive impact on the lives of the citizens of Stouffville, as you support the various programs that we offer throughout the year. These programs strive to engage people of all ages, backgrounds and abilities and truly make our Town a better place to live, work and play. We look forward to hearing from you.

We are committed to being an equal opportunity employer, supportive of an inclusive, barrier-free recruitment and selection process and as we grow, it's important that our workforce reflects the citizens we serve. At the Town, we respect, encourage, and celebrate our diversity. If contacted for an employment opportunity, please advise if you require accommodation.

### **Position Purpose:**

The Program Instructor is responsible for teaching and supervising recreational programs while ensuring a safe and clean environment; this includes program planning, ensuring successful program implementation, providing participants with ongoing feedback, completing participant evaluations as required, maintaining excellent customer service and public relations throughout the program, and maintaining statistical data (i.e., class lists, attendance, etc.).

### **Qualifications and Requirements:**

- Minimum of 1-year experience programming and teaching for the preschool age groups (2-6 years) and/or Children (5-12 years)
- Experience leading preschool and child programs
- Current and valid certifications may be required
- Current First Aid and CPR-C certification
- High Five Training and/or ECE considered an asset
- Sound knowledge of program planning process and delivery
- Excellent interpersonal and communication skills with the ability to deal courteously and effectively with all levels of staff, program participants and the general public
- Available to work flexible hours (evenings and weekends) as per program schedules



**How to apply:**

Please forward your resume in confidence by **August 15, 2025, at 4:00 p.m.**, identifying **Job # 2025-071-IE** in the subject line to [hr@townofws.ca](mailto:hr@townofws.ca).

Please save your resume in PDF version and save the document in the following format: *Full name, Position Title*

**We thank all applicants for their interest in this position, however, only those applicants selected for an interview will be contacted.**