

Family Fun and ACT Program Facilitator

Date Posted: December 12, 2025

Hourly Rate: \$24.00

Hours: 35 to 40 hours per week

Position Type: Full Time

Reports To: Manager, Family Engagement Programs

Number of Vacancies: 1

Location: Various MCRC locations and
Hitherfield Private School - 2439 Ten Side Rd. RR1, Milton, ON

Learn more about the Family Fun Programs here: <https://mcrc.on.ca/familyfunprograms/>

Learn more about the Artist and Children Together Initiative (ACT) here: <https://mcrc.on.ca/act-initiative/>

Why work for Milton Community Resource Centre?

MCRC goes beyond the traditional 'check in the box' approach to employee development by recognizing creativity, innovation and the work contributions of each employee that aligns with MCRC's strategic objectives. We have a wide variety of programs and services that allow our employees to explore various career opportunities within the organization. We believe in the importance of providing wellness opportunities that support employee's mental, physical and emotional health including paid sick, personal and vacation time based on position type. Our Benefits and Wellness programs include a Flexible Health Spending Account, Child Care discounts, and a free membership to THRC Resource Library.

We're looking for someone who:

- Can plan and implement children's Family Fun, ACT Art programs, PA day and other camp programs but at the same time be flexible and adaptable based on children's interests.
- Responsible for supervising and engaging school-aged children in a safe, fun, and educational camp environment.
 - Duties include planning and leading age-appropriate activities, ensuring safety protocols are followed, and fostering positive social interactions among participants and Camp Assistants
- Has creative programming skills based on varying age groups, superior customer service and strong interpersonal skills
- Understands child development and the foundations of the *How Does Learning Happen?* Ontario's Pedagogy for the Early Years
- Can prepare fun and engaging programs and camp programs, set up the spaces accordingly, and ensure all supplies are purchased in advance as per the provided budget.
- Work with other program staff and volunteers, providing guidance and work collaboratively.
- Builds relationships with children and families and is comfortable working with all age groups, Infants, School age, and youth.

When working in ACT Art Programs we are looking for someone who:

- Can inspire creative thinking and arts-based experiences by working side by side with children, educators and families.
- Engage children and families with a broad range of artistic techniques, practices and materials along with one or more of the following skills: painting, drawing, illustration, mixed media, textiles/fibre arts, digital art, music and dance, etc

You'll encourage purposeful play and build upon the interests of children by:

- Creating warm, welcoming interactions that protect the health, security, and well-being of children.
- Creating an atmosphere which builds upon individual learning styles, interests, and celebrates the cultural and ethnic diversity of the children and their families.
- Encouraging and supporting participation in the programs by working to remove all barriers that may prevent acceptance and accessibility in the program.
- Modelling professionalism by adhering to and upholding MCRCs policies and procedures.
- Guiding and assisting children in the development and practice of problem-solving self-help skills.
- Setting up program space and supporting children within the program may require lifting, pushing, and pulling up to 35lbs.
- Other duties as assigned by Manager/Director.

Prior to employment the successful candidate will have:

- A degree/diploma in Early Childhood Education, Child & Youth Care, Recreation and Leisure, Ontario College of Teachers or other relevant diploma or degree are considered an asset
- Valid Safe Food Handling Certification
- Criminal record check with vulnerable sector screen dated within past six months
- Current Standard First Aid/CPR C certification from a WSIB approved training partner
- Dated Immunization records for MMR, DTP, Polio and 1 step TB test
- A valid driver's license (minimum G2 Class) and access to a reliable vehicle

Please note interviews for this position will begin in January 2026.

MCRC is committed to diversity and accessibility. To this end, MCRC endeavors to reflect the cultures, languages and abilities of the families we serve, in our programs, services and employment practices. Please identify if you require any accommodation during the recruitment process in your application email.

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