JOB POSTING: DC 26-06

Family Resources Educator
Child & Family Services – EarlyON

Job Type: Full-Time, Permanent, Non-Union
Rate of Pay: $31.06 - $35.50 / hour
Date Posted: November 13, 2026

Job Summary

The Family Resources Educator leads the day-to-day coordination, planning, and delivery of EarlyON Child and Family Centre programs that promote early childhood development, family well-being, and community engagement. Guided by Ontario's *How Does Learning Happen?* framework, the position provides inclusive, play-based learning opportunities for children from birth to six years of age and their parents and caregivers. Reporting to the Director of Social Services, the incumbent coordinates program activities, provides day-to-day guidance to program support staff, maintains community partnerships, and delivers mobile and outreach services in Hearst and neighbouring municipalities.

Qualifications

- Diploma in Early Childhood Education and current registration in good standing with the College of Early Childhood Educators (RECE).
- Minimum two (2) years of related experience in early childhood education, EarlyON programming, or a comparable family resource environment; program coordination or community outreach experience is an asset.
- Strong interpersonal, communication, organizational, and time management skills; proficiency in Microsoft Office.
- Valid First Aid certification and valid Ontario Class G driver's licence.
- Fluency in French and English, both written and spoken.
- Satisfactory Vulnerable Sector Check dated within six (6) months from the date of application (or ability to obtain one as a condition of employment) and immunization records as required, subject to applicable exemptions.

Working Conditions

- Work is performed in EarlyON facility, community locations, and other approved indoor and outdoor settings.
- Regular interaction with young children, parents, caregivers, and community partners; frequent standing, walking, bending, and kneeling.
- Lifting and carrying materials and equipment weighing up to twenty (20) pounds.

- Regular local travel and periodic travel to neighbouring municipalities for mobile programming and outreach.
- Flexible schedule, including evenings and weekends, as required by programming.

Benefits and Pension Plan

In addition to a stable municipal work environment, this position offers access to a comprehensive employee benefits package upon successful completion of the probationary period. Employees are also enrolled in the OMERS pension plan as of their start date, supporting long-term financial security from day one.

A detailed job description is available on the Town of Hearst website, www.hearst.ca.

Questions regarding the roles and responsibilities of this position can be directed to:

Brigitte Bouffard, Director of Social Services, Town of Hearst
Email: bbouffard@hearst.ca

Interested candidates may submit a cover letter and resume by **4:00 p.m. November 26, 2026,** using the subject line **"(your name) – DC 26-06",** to the following address:

Jean-Michel Vachon, Director of Human Resources, Town of Hearst
Email: hr@hearst.ca

The Corporation of the Town of Hearst is an equal opportunity employer committed to an inclusive, barrier-free recruitment and selection process. Accommodations are available upon request for candidates participating in all aspects of the recruitment process. Personal information collected during the recruitment process is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act and will be used solely for employment recruitment purposes. We thank all applicants for their interest; however, only those selected for an interview will be contacted.