



Job Ad

Organization: Ministry of Education
Division: Early Learning Division
Position Title: CHILD CARE ADVISOR - 2 bilingual and 4 unilingual
Job Term: 6 Permanent
Location: Toronto, Ottawa, Sudbury, Thunder Bay, London, Barrie
Compensation Group: Association of Management, Administrative and Professional Crown Employees of Ontario
Salary: \$72,003.00 - \$93,346.00 per annum
Posting Status: Open
Job Code: 20ASL - Social Prog AdmAma UnitASL20
Schedule: 6
Category: Policy and Analysis
Job ID: 33555

Consider these exciting opportunities to join a new team that is part of implementing the child care program at the Ministry of Education. You will work closely with colleagues to develop and implement the long-term vision for early learning and child care in Ontario and support the government's commitment to provide full-day kindergarten for four and five year olds. Bring your stakeholder relationships skills, and knowledge and understanding of child development and early learning theory and practices to the Ministry of Education, Early Learning and Child Care Implementation Branch.

Addresses of the positions are:

Toronto - 3300 Bloor Street West, Sun Life Financial Centre, Ste. 3610, Centre Tower, M8X 2X3

Ottawa (Designated position) - 1580 Merival Road, Suite 504, Nepean, K2G 4B5

Thunder Bay - 615 South James Street, 1st Floor, P7E 6P9

London- 217 York Street, Ste. 207, N6A 5P9

Barrie - 20 Bell Farm Road, Unit 9, L4M 6E4

*Sudbury (Designated position) 199 Larch Street, Ste. 1103, P3E 5P9

*Please note that with the Sudbury position, there is a satellite office in North Bay at 447 McKeown Ave., Ste. 211, P1B 9S9. It may be possible for the successful candidate for this position to work at either location.

You will:

- provide policy and program advice, interpretation and clarification on provincial early learning and child care policy and regulations to internal and external stakeholders;
- act as the ministry's key contact and advisor on child care program and contract management with municipal levels of government and First Nations.

What we are looking for:

Mandatory: Designated positions require proficiency in English and French. French is required at the superior level for oral and the advanced level for written.

You will bring to these positions:

- knowledge and understanding of child development and early learning theory and practices;
- ability to interpret and communicate relevant legislation, regulations and policies in order to provide clarification, direction, expertise and advice;
- research, problem-solving, analytical and issues management skills to apply complex concepts and achieve successful conclusions to possibly contentious program implementation;
- communication skills, including writing, advising, presenting, reporting, interpreting and persuading;
- strong leadership, interpersonal and collaborative skills to build stakeholder relationships to liaise and provide expertise;

- proven experience with strategic planning;
- ability to monitor budget and understand complex funding models.

To indicate which position you are applying for, please ensure you answer the pre-screening questions.

Posting Date: Monday, February 14, 2011

Closing Date: Tuesday, March 1, 2011 11:59 pm EST

How to apply:

1. You must **apply online**.
2. You must show how you meet what we are looking for clearly, completely and concisely. We rely on the information you provide to us.
3. Read the **job specification** to make sure you understand this job.
4. OPS employees are required to quote their WIN EMPLOYEE ID number when applying.
5. If you require a disability related accommodation in order to participate in the recruitment process, please **Contact Us** to provide your contact information. Recruitment Services staff will contact you within 48 hours.

Remember: The deadline to apply is Tuesday, March 1, 2011 11:59 pm EST.
Late applications will not be accepted.

Note: We thank you for your interest; however, we will contact you only if we choose you for further screening or an interview.

**The Ontario Public Service is an equal opportunity employer.
We will accommodate your needs under the Ontario Human Rights Code.**