



Job Title: Before and After Care Staff (Split Shift)

Reports to: Principal

Hours of Work:

Monday: 6:30 a.m. - 9:00 a.m. (to assist with flushing taps) and 3:30 p.m. - 6:00 p.m.
Tuesday to Friday: 7:00 a.m. - 9:00 a.m. and 3:30 p.m. - 6:00 p.m.

Start Date: September 8, 2026

Salary: \$20/hour plus 4% vacation pay

Mission Statement:

Mississauga Christian Academy (MCA) is a diverse Christian private school committed to providing an excellent, Christ-centred, academically rigorous education in a nurturing and supportive environment.

We are seeking a caring, reliable, and enthusiastic **Before and After Care Staff Member** to join our team. The successful candidate will supervise students in our Before and After Care program, creating a safe, engaging, and welcoming environment for children from **Junior Kindergarten to Grade 8 (ages 3-14)**.

Key Responsibilities:

- Supervise and care for students in Junior Kindergarten through Grade 8.
- Foster a safe, positive, and Christ-centred environment for all children.
- Build positive relationships with students, parents, and fellow staff.
- Maintain accurate attendance records, including student sign-in and sign-out.
- Complete accident/incident reports as required.
- Plan and facilitate age-appropriate activities for students.
- Ensure the safety and well-being of all children at all times.
- Assist with opening duties, including flushing water taps on Monday mornings.
- Perform other duties as assigned by the Program Coordinator.

This role has the possibility of being a supervisory position, which would entail coordinating schedules with Before and After Care staff. Salary for the supervisory position will be \$25/hour plus 4% vacation pay.

What We're Looking For:

We value professionals who are as passionate about their faith as they are about creating a safe and welcoming environment for children.

Requirement	Details
Education	High School Diploma or higher.



Certification	Valid First Aid / CPR certification is preferred.
Faith Fit	A committed Christian who agrees with MCA's Statement of Faith and is active in a local church.
Background Check	A valid Vulnerable Sector Screening (VSS)
Experience	Experience working with children is considered an asset.

Why MCA:

- **Supportive Community:** You will be welcomed by a staff that prays together and supports one another.
- **Dynamic Environment:** No two days are the same, and you will get to know students across multiple grade levels.
- **Purpose-Driven Work:** Every lesson is an opportunity to help a child see the world through the lens of faith.

How to Apply:

Please submit the following documents to the Program Coordinator, Mrs. Julie Melvin at jmelvin@mcalearn.com and to the Principal, Mr. Kevin Yee at kyee@mcalearn.com:

1. **Cover Letter** (highlighting your student support).
2. **Current Resume.**
3. **Statement of Faith** (A brief description of your Christian journey).
4. **Pastoral Reference** (Contact info or letter).

Note: Only those selected for an interview will be contacted. We thank all applicants for their interest in serving at Mississauga Christian Academy.