



Tsi ionterihwaienhstahkwa ne Kahwatsiranó:ron  
Step By Step Child and Family Center  
P.O Box 771  
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[www.stepxstep.ca](http://www.stepxstep.ca)

## **JOB OPPORTUNITY**

<b>POSITION</b>	Education Assistant
<b>DURATION</b>	Determinate Full-Time – Immediate to August 15, 2025 Six (6) Month Probationary Period
<b>SALARY</b>	Commensurate with education and experience according to the Step by Step Salary Scales; \$21.60 to \$28.60 (DEC) or \$18.52 to \$27.78 (no DEC)
<b>HOURS</b>	Thirty-Five (35) hours per week (Monday to Friday) Rotating schedule between hours of 7:30am to 5:00pm

### **JOB SUMMARY**

Under the direction and supervision of the Teacher/Classroom Coordinator and the Supervisor of Program Services, the Education Assistant supports the implementation of the holistic inclusive early childhood education program.

A copy of the job description can be obtained on the Step by Step website ([www.stepxstep.ca](http://www.stepxstep.ca))

### **QUALIFICATION REQUIREMENTS**

- DEC in Early Childhood Education with one (1) year experience working in a classroom environment OR
- AEC with one (1) year experience working in a classroom environment OR
- Consideration may be given to those individuals who have a minimum of Secondary 5 education and have a sincere interest in pursuing studies in Early Childhood Education (considered untrained until certified)
- Valid CPR, First Aid and Epi-Pen Certification required
- Circle of Security Training (as required)

### **SKILL REQUIREMENTS**

- Strong interpersonal skills
- Capable of working in a team setting within an inclusive environment
- Ability to organize, prioritize and multitask
- Ability to demonstrate initiative, creativity and sensitivity
- Ability to communicate with and guide the behavior of young children
- Must possess sound oral communication skills
- Knowledge of Mohawk culture and language is an asset, willingness to learn is essential

**APPLY TO** Please submit a CV, letter of intent, copies of educational records and the name and contact information of two (2) professional references to:

**Skahsennati Delormier, Human Resources Coordinator**  
[skahsennati.delormier@stepxstep.ca](mailto:skahsennati.delormier@stepxstep.ca)

**DEADLINE** Open until position is filled

**\*ALL REQUIRED DOCUMENTS MUST BE SUBMITTED FOR AN APPLICATION TO BE CONSIDERED\***  
**\*PLEASE NOTE THAT PREFERENCE WILL BE GIVEN TO FIRST NATIONS CANDIDATES\***  
**\*PLEASE NOTE THAT WE WILL ONLY CONTACT THOSE CANDIDATES WHOM WE INVITE FOR AN INTERVIEW\***