

Bayview Glen

INDEPENDENT : SCHOOL

Founded in 1962, Bayview Glen is an independent, co-educational university preparatory day school with more than 1100 students from Preschool through to Grade 12. Our school thrives on two closely connected campuses in the heart of Toronto and offers a truly transformative educational experience, intentionally creating a welcoming, vibrantly diverse community, guided by inspiring teachers and fueled by a forward-looking curriculum. Bayview Glen is a member of the CIS Ontario, CAIS, NAIS and Round Square organizations.

Bayview Glen is currently looking for **After School Counsellors** for our Lower School (ages 2 to grade 5), starting immediately and continuing until the end of June 2024. The After School Programme operates on school days from 3:30 pm to 6:00 pm. This position will be responsible to maintain a safe and educational learning environment for young students by successfully implementing the daily program activities. Daily expectations include: planning and leading academic and non-academic activities with students (individually and in groups), supervising outdoor play, serving snack, assisting students with day to day needs and maintaining a clean and safe environment. Staff must enjoy working with preschool and school aged children and demonstrate a creative, child oriented, responsible and dedicated attitude.

Qualifications & Skills:

- Experience working with children in this age group.
- Strong oral and written communication skills to communicate with different audiences (i.e., children, parents, staff, etc.).
- Demonstrated creativity, flexibility and problem solving abilities.
- Ability to work effectively both independently and within a team environment.
- Available to work from 3:30 pm to 6:00 pm Monday to Friday.

We invite all qualified candidates to submit a cover letter and resume (**combined into one document**) to hr@bayviewglen.ca as soon as possible. Please indicate the name of the position you are applying for in the subject line.

At Bayview Glen we are committed to fostering an inclusive, accessible environment, where all members of our school community feel valued, respected, and supported. We encourage qualified applications from the diverse communities in which we live and serve and who may contribute to the further diversification of perspectives and ideas. We will accommodate needs under the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act. Please contact our Human Resources Department for assistance if required.

As a condition of employment, successful candidates will need to provide a current vulnerable sector screening from the police jurisdiction in which they reside prior to commencing employment.

We would like to thank all applicants in advance for your interest; however only those candidates invited for an interview will be contacted.

For further information, please visit us online at www.bayviewglen.ca