



DNSSAB is Hiring!

Supporting Human Services in Our District

Bulletin No: D2026-20

Salary: \$18.00 / hour

Position: Child Care Programs Planning Officer (Student)

Location: North Bay, ON

Duration: Temporary Full-Time (up to 8 weeks)

Under the supervision of the Supervisor, Quality and Inclusion Support Services, the Quality and Inclusion Program Assistant (Summer Student) supports the Children's Services Department in advancing quality, inclusion, equity, and accessibility in early learning and child care. The role focuses on developing and enhancing a virtual resource library through research, community engagement, and resource development to support early learning professionals and families across the Nipissing District.

Qualifications:

- Currently enrolled in a post-secondary program in Early Childhood Education, Social Services, Education, or a related field.
- Knowledge of the early learning and child care sector, as well as inclusion support services.
- Strong verbal and written communication skills, with the ability to work collaboratively and build positive relationships within a team.
- Ability to organize information, conduct research, and summarize findings clearly.
- Moderate proficiency in Microsoft Office applications and digital tools.
- Demonstrated respect for confidentiality.
- Commitment to inclusion, equity, diversity, and accessibility.
- Demonstrated regular attendance in keeping with the Board's Attendance Management Policy.
- Valid Ontario Driver's License and a vehicle available for use on the job.
- Bilingualism is considered an asset.

Contract Intern Employees Enjoy:

- Employee Assistance Program
- The right to disconnect
- Wellness activities
- Psychologically safe workspace

Applications will be accepted by email at dnssabresumes@dnssab.ca up to **4:30 p.m. on May 8, 2026**.

*International students are not eligible participants. As the objective of the CSJ program is to support youth entering the Canadian labour market, the temporary nature of an international student's time in Canada does not allow for a long-term connection to the labour market. International students include anyone who is temporarily in Canada for studies and who is not a Canadian citizen, permanent resident, or person who has been granted refugee status in Canada. Youth awaiting a refugee status ruling, as well as those who hold a temporary visitor visa, youth visa or work visa are ineligible.

DNSSAB is an equal opportunity employer. In accordance with its Accessibility Policy, accommodations will be provided in all parts of the hiring process. Applicants are encouraged to make their needs known to Human Resources in advance. We thank all applicants for their interest; only applicants selected for an interview will be contacted. DNSSAB does not use artificial intelligence or automated decision-making tools at any stage of the recruitment.