



APPLEGROVE COMMUNITY COMPLEX

60 Woodfield Road, Toronto, Ontario M4L 2W6

416-461-8143 | www.applegrovecc.ca

JOB POSTING

Afterschool Counsellors (Part Time)

Existing Vacancies

PRIMARY RESPONSIBILITY

To plan, implement and supervise small group activities, special events and field trips for children aged 6-12 years at Applegrove Community Complex.

DUTIES AND RESPONSIBILITIES

- Plan, implement, supervise and participate in daily afterschool program activities
- Support afterschool program planning and evaluation
- Support communication with parents and caregivers about information and feedback regarding their child
- Address participant behaviour issues sensitively and effectively, and in accordance with agency policies and guidelines
- Regular communication with Afterschool Program Lead staff and Child and Youth Coordinator

QUALIFICATIONS

- At least 16 years old and have experience working directly with children aged 6-12 years
- Able to plan, implement and supervise activities such as cooking, crafts, co-operative games and drama activities designed to meet the skills and behavioural needs of the participants.
- Awareness of diversity, equity, inclusion and belonging and commitment to cultivating respectful and inclusive work and program environments

Assets

- Current First-Aid and CPR Certification
- Knowledge of Microsoft Office

TERMS OF EMPLOYMENT

Position Status	Part Time
Hours per Week	Various shifts as assigned from September 8, 2026 to June 25, 2027
Hours of Work	Monday to Friday; 2:30 – 6:00 pm
Union Status	Union Position - CUPE Local 2998 – Wage Grade 1
Starting Hourly Rate	\$17.68 - City of Toronto 2026 Wage Grid for Union Staff (range \$17.68 - \$22.05)
Benefits	Eligible to enrol in OMERS pension plan from day one
Reports to	Program Director
Location	Onsite, with no opportunity for remote work

Charitable Number: 10671 8943 RR0001

OTHER REQUIREMENTS

- Satisfactory Vulnerable Sector Screening will be required (Applegrove to cover cost)
- In accordance with our Collective Agreement, members of CUPE 2998 will be considered first (please identify this in your application).
- Paid full day training will be scheduled for Tuesday, September 1, times TBC

In accordance with our Collective Agreement, CUPE Local 2998 members will be considered first (please identify this in your cover letter and subject line).

APPLICATION INSTRUCTIONS

Provide your cover letter and resume by email or mail by 5 pm on Wednesday, August 26 to:

Josh Grainger (he/him), Program Director
Applegrove Community Complex
60 Woodfield Road
Toronto, Ontario, M4L 2W6
Email: jgrainger@applegrovecc.ca

For emailed submissions please use the subject line “Afterschool Counsellor” and provide your documents as PDF documents labelled with your last name. Please also share which pronouns you would like us to use when corresponding with you.

Only applicants selected for an interview will be contacted.

Applegrove is an equal opportunity employer and encourages applications from diverse candidates. In accordance with Ontario Human Rights Code, Accessibility for Ontarians with Disabilities Act, 2005, and the City of Toronto’s Accommodation Policy, accommodation will be provided in all parts of the hiring process. Applicants are asked to make their needs known in advance.