

Abiona Centre For Infant & Early Mental Health (the “Centre”), is a client-centered organization focusing on infant and early childhood mental health. We support pregnant and parenting young mothers aged 13-29, along with their babies who reside at the Centre or in the community. As an accredited Children’s Mental Health Centre, we are the largest Young Parent Infant Centre in the province.

Our commitment is to create a better future for vulnerable pregnant and parenting young mothers and their children 0-6. Our infant and early childhood mental health programs give our clients the tools they need to build secure relationships with their babies, cope with life’s adversities, find help when needed and succeed in life. We offer a live-in treatment program, transitional housing, on-site high school programs, community housing support, housing and community support referral services, and maternal-infant mental health programs. Collaborating with community partners, our multi-disciplinary team provides wraparound programs addressing mental health, education, life skills, and transitional needs. The Centre also operates an EarlyON Child and Family Centre, along with two Early Learning Centres open to families, young women, and their children in the community.

Our vision is a world where families led by young women have the emotional and physical supports to realize their full potential.

The Assistant Supervisor contributes to the achievement of the Abiona Centre’s (the ‘Centre’) mission, vision and strategic directions and objectives by ensuring the smooth operations of the Early Learning Centre.

The Assistant Supervisor is responsible for planning and implementing play-based learning experience for children and maintaining staff/child ratios in the Early Learning Centres. In addition, the Assistant Supervisor supports the Supervisor in planning and implementing the ELC programs and services in accordance with CCEYA, and ensuring that the programs meet the current and emerging needs of the live-in treatment and transitional housing programs clients and members of the community. This position provides leadership and functions as a role model and coach to staff to achieve the departmental and organizational goals.

The Assistant Supervisor will act in the absence of the Child and Family program Supervisor.

Position: Assistant Supervisor, Early Learning Centre

Term: 12-month Full-Time Temporary Contract / Existing Position

Rate of Pay \$ 56,946 per annum

Department Early Learning Centre

Reports to: Child and Family Program Supervisor

- Qualification:**
- Diploma in Early Childhood Education.
 - Member of the College of Early Childhood Educators in good standing
 - At least three years experience in a Childcare Centre; supervisory experience in a unionized setting is an asset.
 - Previous experience working with adolescent mothers is an asset.
 - Knowledge of child development, and child development resources internally and in the community.
 - Strong knowledge of the legislative requirements of: Toronto Public Health; CCEYA 2014; Occupational Health and Safety Act; Toronto Children's Services' Assessment for Quality Improvements; (AQI); ELECT Framework; How Does Learning Happens
 - Knowledge of CCLS and City of Toronto portal will be an asset.
 - Excellent interpersonal skills.
 - Ability to work effectively with professionals and clients.
 - Well-developed verbal and written communication skills.
 - Good presentation and group facilitation skills.
 - Proficient in Microsoft Office.
 - Demonstrated organization and time management skills.
 - Ability to multi-task and flexibility in accepting work assignments.
 - Current Standard First Aid/CPR certificate.

- Working Condition:**
- Combination of sitting, standing, walking, bending, kneeling
 - Ability to move/carry equipment for the program
 - Must be physically able to lift/carry children in the program
 - Hours of work between 7:30 a.m. – 3:30 p.m. or 10:00 a.m. – 6:00 p.m.
 - The Assistant Supervisor will act in the absence of the Supervisor

Closing Date: **March 20, 2026; 5:00 P.M.**

The Centre offers a dynamic work environment and career advancement opportunities. The successful candidate must have a negative criminal reference check and vulnerable sector screening as a condition of employment.

In accordance with *the Ontario Human Rights Code, Accessibility for Ontarians with Disabilities Act, 2005*, and the *Centre's Accommodation Policy*, accommodation will be provided in all parts of the hiring process. Please make your needs known in advance.

The Centre encourages applications from persons who represent the diverse populations we serve.

Qualified applicants should send their cover letter and resume by the closing date to:

Human Resources
Abiona Centre
1102 Broadview Avenue
Toronto, ON M4K 2S5
Fax: 416-425-4056 **OR**

Email: hr@abionacentre.ca (please quote "Assistant Supervisor, Early Learning Centre" in the subject line)

We thank all applicants, however, only those we select for interview will be contacted.

Date of posting: March 06, 2026