



Trenton Military Family Resource Centre (MFRC) Internal and External Job Posting

POSITION: Resource Facilitator – Bilingual
TYPE OF EMPLOYMENT: 1.0 FTE (Unionized)
RESPONSIBLE TO: Family and Childcare Support Services Manager

Our Mission

Connecting and empowering our military community.

Our Vision

Where our military community feels welcome and supported.

General

The Resource Facilitator strengthens inclusive practices across childcare and MFRC programs by providing guidance, resources and practical support to educators and program staff. Through capacity building and collaborative planning, the Resource Facilitator assists teams in creating responsive learning environments and implementing strategies that support the diverse needs of children across programs.

This position is scheduled based on the individual needs of childcare programs requiring support. As a result, shifts may vary and may take place at any of the MFRC's three locations.

Hours of Work: This is a full-time position at thirty-seven (37.5) hours per week, and the hours of work are structured based on the needs of the program and will include evening and weekend work as required.

Start Date: To be discussed. This posting is for an existing vacancy.

Salary Range: \$25.00/hr.

Qualifications and Competencies

Resource Facilitator will have:

- Diploma or degree in Early Childhood Education, Child & Youth Care, Developmental Services, or a related field OR equivalent experience,
- A minimum of three (3) years' experience providing direct quality care for children under the age of 12,
- A minimum of two (2) years' experience supporting children with additional or diverse needs in a childcare or early learning environment,
- A demonstrated knowledge of the military lifestyle and the unique strengths and challenges experienced by military families, with the ability to integrate this understanding into program planning and support,
- A strong understanding of child development and inclusive practices,
- Knowledge of Ontario's Pedagogy for the Early Years, "How Does Learning Happen?"
- Outstanding interpersonal skills, and a high level of compassion and empathy,
- Completed a Self-Reg certificate program through the MEHRIT Centre or knowledge of the Self-Reg framework,
- Have excellent written and verbal fluency in English and French,
- Be proficient in various computer applications, and can adapt to new applications as they become available,
- Hold a valid Standard First Aid/CPR Certificate,
- Provide a clear Vulnerable Sector Check and Criminal Reference Check.

If interested and qualified, please submit your resume to Nicky Legacy at nicky.l@trentonmfr.ca no later than August 21, 2026

cc: Rabia Stobbart, Alicia MacInnis

Posted: July 31, 2026
