JOB POSTING

Meta's mission is to offer a wide spectrum of services and personalized supports to help people live inclusive, engaged and enriched lives in the community.
Meta is currently seeking applicants that possess the skills, knowledge and experience working with individuals who have a developmental disability.

FULL-TIME PROGRAM ASSISTANT

POSITION: Full-Time Program Assistant (Union Position)

RATE OF PAY: $23.82/hour

CURRENT LOCATION: 7465 Kipling Avenue (Vaughan Day Program)

DATE POSTED: November 10, 2026

APPLICATION DEADLINE: November 19, 2026 at 4:30pm



HOURS AND DAYS OF WORK

Monday to Friday from 8:30am to 4:30pm (40 hours per week)

QUALIFICATIONS

- Diploma or Degree program in a related field
- At least one year experience working with individuals who have developmental disabilities
- Must have experience dealing with challenging behaviors because of possibility of working with aggressive people supported
- Strong written and oral communication as well as problem solving skills
- Must have the ability to work as a team and independently
- Must have a valid G driver's license
- French language is an asset

JOB DUTIES

- To work hands on with individuals who have developmental disabilities and high support in daily needs in a day program environment
- Responsible for liaison with other professionals and families
- Responsible for paper work, attending meetings and other related duties
- Responsible for providing assistance to people supported during in-class and outdoor activities, assisting with personal hygiene and providing support in daily living as needed.
- Responsible for transporting people supported in company vans to outings and to/from programs

CONTACT INFORMATION

Only resumes/applications forwarded to
careers@metacentre.ca or anijjar@metacentre.ca
will be accepted for this posting
(Reference #: FTVAUGHAN-11-10)

Meta Centre welcomes and encourages applications from people with disabilities. Accommodations are available on request for candidates taking part in all aspects of the selection process.