



# Career Opportunity

**Job Title:** Program Assistant  
**Organization:** Society for the Involvement of Good Neighbours (SIGN) See [www.signyorkton.ca](http://www.signyorkton.ca)  
Yorkton SK Canada  
**Program:** St. Paul's Before and After School Program, Yorkton, SK  
**Hours:** Hourly: 3 to 15 hours a week as needed/ 7:30am-8:45am and 3pm to 5pm/ Student Days Only  
**Start Date:** September 2, 2025

*SIGN St. Paul's Before and After School Program is seeking, flexible, attentive and creative individuals to support, inspire and deliver safe, engaging and stimulating activities for the children attending the program. This role will also use effective interpersonal skills to provide hands on leadership related to games and activities, including set up and cleanup of activities.*

## Why work for SIGN?

- Work with a team while making a positive impact in the lives of children

## Expectations:

- Act as a positive role model;
- Maintain a safe, clean, welcoming, and positive environment at all times;
- Monitor the safety of children and address any issues relating to harassment, bullying, or discrimination;
- Assist with the preparation of daily snacks;
- Hands on leadership related to games and activities;
- Provide children with moral support and encouragement;
- Engage with the children at all times, through play, conversation and observation;
- Set up and cleanup of activities on a daily basis;
- Ensure that safe work practices are being followed.

## Qualifications and experience:

- Training and experience in education at the early year's level would be an asset;
- Clean criminal record and vulnerable sector check is required before employment begins;
- Valid CPR and First Aid "C" would be an asset;
- Must be available to work 7:30am-8:45am and 3pm to 5pm, Monday to Friday on student days

## Send resumes with covering letter and at least three references to:

Verena Popowich, Program Manager  
C/O SIGN  
83 North Street  
Yorkton, SK S3N 0G9  
Email: [v.popowich@signyorkton.ca](mailto:v.popowich@signyorkton.ca)

Closing date for applications is 5 pm, Friday August 29, 2025. Only those short-listed for interviews will be contacted. We thank all those who apply for their interest.