



Job Posting
Clinical Assistant
Occupational Therapy/Physiotherapy
Contract

Date Posted: May 6, 2025
Closing date: May 14, 2025

Internal/External Posting

1 Temporary Vacancy - Approximately 12 months
Salary Range (\$28.535 - \$31.972 per hour)
Hours of Work – 37.5 hours per week (1.0 FTE)

The John McGivney Children's Centre provides family-centered paediatric therapy services in the Windsor-Essex County community, enriching the lives of children and youth with special needs by helping them reach their full potential. Reporting to the Manager of OT/PT Services, the Clinical Assistant OT/PT will provide support to clinical programming under the supervision of a licensed clinician. They will also maintain relevant equipment and supplies.

The Clinical Assistant OT/PT will work directly with children by delivering clinical treatment as delegated by licensed clinician. They will collaborate with the supervising clinician to provide feedback regarding a child's performance and responses to intervention. They will maintain clinical and Centre documentation, as well as clean, maintain, and track inventory of department and program tools. The Clinical Assistant OT/PT will assist with organizing and implementing groups and clinics; assist Clinicians with fabrication of custom-made splints; and support departmental organization and maintenance activities. They will also ensure quality, effectiveness and efficiency of services delivered to support department and Clinicians.

Qualifications:

The qualified candidate will have a two-year post-secondary Diploma (OTA/PTA program preferred). They will have a minimum of one year of experience working with children; and experience working with children who have physical and/or developmental challenges. The Clinical Assistant OT/PT must be able to perform the physical requirements of the job, and must demonstrate flexibility, initiative and an ability to work both independently and within a multidisciplinary team. Previous experience in a pediatric setting is preferred. The candidate must be able to work successfully in a family-centred, and team environment.

The qualified candidate must have strong interpersonal, communication, and organizational skills; must be able to work independently, and as part of a multi-disciplinary team. The candidate must be available to work flexible hours, as required. A valid Driver's License and access to a vehicle is required.

Please submit your resume and cover letter no later than 4:00 p.m. on May 14, 2025 to:

John McGivney Children's Centre - Human Resources Department

hr@jmccentre.ca

JMCC is committed to equity and diversity in the delivery of services and our work environment. Members from equity-seeking groups including Women, Indigenous Persons, Members of Racialized Groups, Persons with Disabilities and Persons of Diverse Gender Identities, Gender Expressions and Sexual Orientations, and groups protected by the Ontario Human Rights Code are encouraged to apply and to self-identify in their resume and/or cover letter. JMCC is committed to a recruitment process and work environment that is inclusive and barrier free. Should interested candidates require accommodations at any time during the recruitment process, please advise us of the nature of the accommodation(s) as soon as possible. ~Helping Abilities Grow~

Let our staff tell you why they love working at JMCC! [Watch our short 5 minute video!](#)