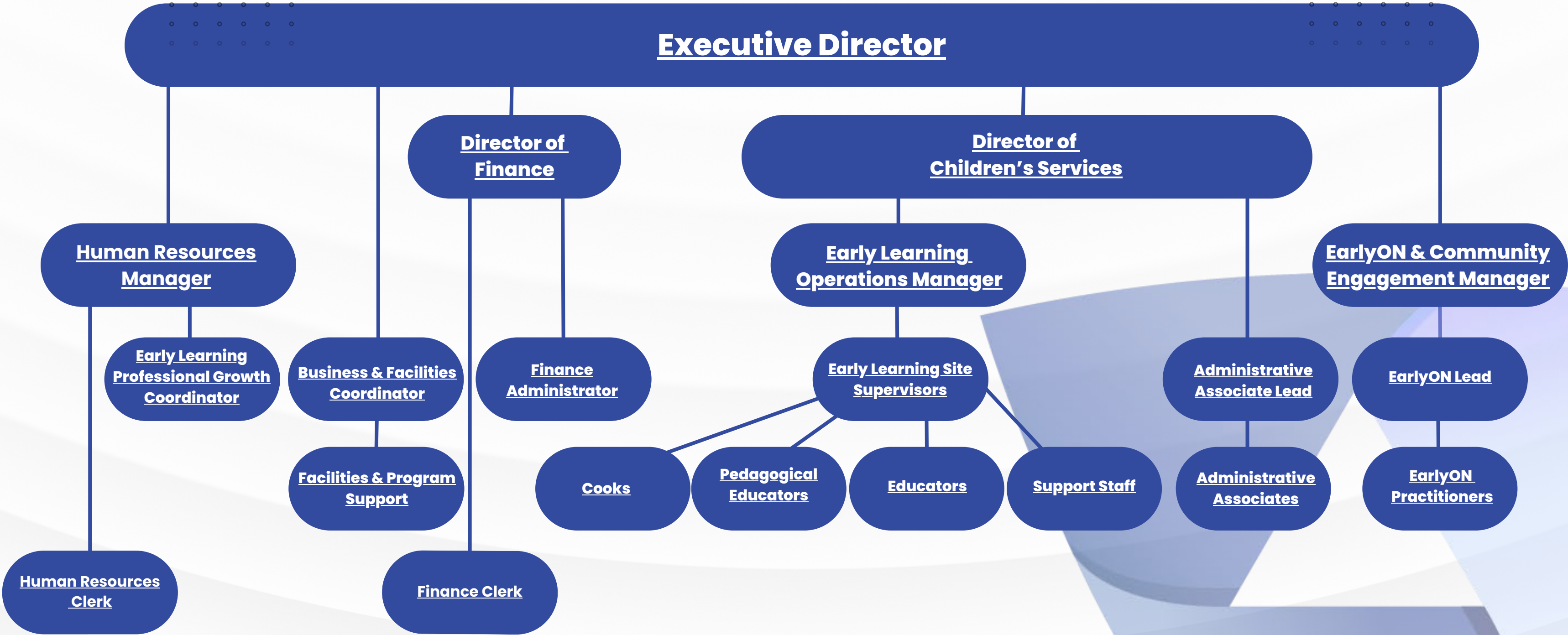
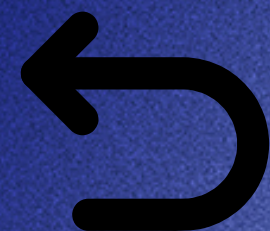


Magic Triangle Organizational Chart



Julie Marsh Executive Director

Leads the organization and helps guide its direction. Makes sure programs are safe, follow the law, and provide high-quality care and support for children and families. Works with the Board of Directors and leadership team, builds community partnerships, and supports ongoing growth and improvement. ✨



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Brigitte Boulais Kunig CPA, CGA, B.Sc. **Director of Finance**

Oversees the organization's finances and ensures money is managed responsibly and in line with funding rules and laws. Prepares budgets and reports, supports planning and decision-making, and helps maintain financial stability. Leads the finance team and works with leadership, funders, and partners to promote transparency and accountability.



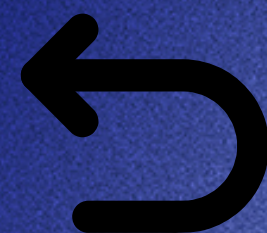
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Jocelyne Sauvé RECE

Director of Children's Services

Oversees all child care programs across the organization. Ensures programs are safe, high-quality, and follow the Child Care and Early Years Act and other required standards. Supports site supervisors and educators, promotes inclusive and play-based learning, and works closely with families and community partners to support children's growth and well-being. ✨



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Roxanne Brosseau RECE Early Learning Operations Manager

Supports educators and supervisors in delivering high-quality, play-based programs across all sites. Ensures programs follow *How Does Learning Happen?*, support inclusion, and meet licensing requirements. Provides coaching and professional development, strengthens learning environments, and works with families and community partners to support children's growth and well-being.



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Renée Richer RECE EarlyON & Community Engagement Manager

Leads EarlyON programs and builds strong connections with families, staff, and community partners. Promotes inclusive, bilingual programs that follow Ministry guidelines and support children's development. Oversees outreach, communications, and family engagement initiatives, manages EarlyON staff, and supports partnerships and fundraising efforts that strengthen services for families. ✨



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Shelly Reid-Barton

Business & Facilities Coordinator

Oversees building maintenance, repairs, and vendor services across all sites. Ensures facilities, equipment, and technology are safe, well maintained, and ready for daily operations. Manages purchasing, supplies, and service contracts, and supports budgeting and cost tracking to help sites run smoothly.



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Maryse McDavid

Finance Administrator

Handles daily financial tasks such as invoices, payments, payroll, and billing. Ensures financial records are accurate, organized, and confidential. Assists with reports, reconciliations, funding submissions, and audit preparation, and works closely with the Director of Finance to support responsible financial management across the organization.



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Aaron Lacasse CHRP, H.B.Soc.sc Human Resources Manager

Provides strategic and day-to-day leadership in all areas of human resources, including recruitment, onboarding, training, and employee relations. Supports managers and staff with performance management, benefits, and workplace concerns while ensuring compliance with workplace policies and employment legislation. Oversees employee records and contributes to a positive, respectful, and supportive workplace culture.



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Marissa Cecile RECE

Administrative Associate Lead

Leads and supports administrative services across all child care sites. Ensures payroll, billing, registration, and reporting are accurate and completed on time. Works with HR, Finance, and program leadership to maintain organized records, meet compliance requirements, and keep administrative systems running smoothly.



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Nicole Lavoie RECE

Early Learning Professional Growth Coordinators

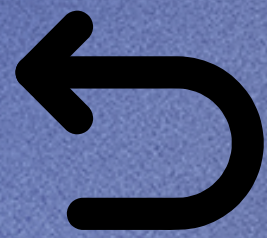
Supports staff orientation, training, and professional development across the organization. Mentor educators, lead workshops, and promote inclusive, play-based learning aligned with How Does Learning Happen?. Help ensure staff understand policies, safety standards, and best practices, and support continuous growth and improvement at all sites.



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Early Learning Site Supervisors



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Oversees the daily operations of a licensed child care site. Leads and supports educators and staff, works directly in the program to mentor teams, and ensures compliance with licensing and organizational standards. Builds positive relationships with families and community partners to support safe, high-quality programs.



Kathy Proulx RECE
Beaumont Avenue



Carol Udeschini RECE
MacKenzie Place



Tiffany Aelick RECE
Levack & Larchwood



Rebecca Tyson RECE
Magical Nook



Katrina Trimmer RECE
St Anne



Corey MacLeod RECE
Valley View



Vacant
St-Joseph



Roxanne Burli RECE
St-Denis



Julie St-Jean RECE
St-Augustin



Stephanie McDonald RECE
St-Etienne



Danika Balance RECE
Ste-Marie



Julie Fortin-Despres RECE
Notre Place

Natalie Brunet RECE

EarlyON Lead

Leads EarlyON programs and supports children and families through interactive play-based sessions, resources, and referrals. Guides program planning, supports staff, and ensures services follow Ministry guidelines. Works with community partners to strengthen family supports across all EarlyON sites.



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Joelle Brisson

Facilities & Program Support

Supports clean, safe, and well-organized sites across the organization. Assists with maintenance, supply ordering, mail, meetings, and event support. Works with leadership to ensure programs have the resources and safe spaces they need to operate smoothly.



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Cooks

Prepares nutritious meals and snacks for children while following dietary needs and allergy requirements. Maintains food safety and cleanliness standards and supports positive, safe mealtime experiences at each site.



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Pedagogical Educators

Supports program quality by guiding curriculum and mentoring educators while working directly with children. Delivers play-based learning aligned with *How Does Learning Happen?* and ELECT, supports child development through observation and documentation, and helps ensure programs are safe, inclusive, and aligned with organizational standards.



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Educators

Plans and delivers play-based, age-appropriate programs that support children's development. Creates safe, inclusive learning environments, builds strong relationships with families, and observes and documents children's growth. Follows licensing requirements and participates in ongoing professional learning to support high-quality care and education.

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Support Staff

Support educators in maintaining safe, caring, and organized classrooms. Assist with supervision, meals, daily routines, and classroom set-up and clean-up. Follow health and safety standards and help ensure programs run smoothly for children and families.

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EarlyON Practitioners

Delivers inclusive, play-based EarlyON programs for children and families. Provides resources and referrals, supports parent education, and builds strong community connections. Follows Ministry guidelines, maintains accurate records, and contributes to continuous program improvement.



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Stéphanie Loisel RECE
ON y va Vallée Est



Christine Bellerose RECE ✨
EarlyON Valley East



Lee Mooyekind RECE
ON y va Chelmsford



Michaela Roy

Human Resources & Administration Clerk

Supports recruitment, onboarding, and daily HR administrative tasks. Maintains confidential employee records, assists with payroll and benefits processes, and helps ensure HR documentation and compliance requirements are accurate and up to date.



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Valérie Cotnoir

Finance Clerk

Supports day-to-day financial administrative tasks, including processing invoices, tracking expenses, and assisting with accounts payable and receivable. Maintains accurate financial records, supports payroll processes, and helps ensure financial documentation and reporting requirements are complete and up to date.



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Administrative Associates

Supports daily administrative operations at assigned child care sites. Assists with payroll preparation, billing, registration, scheduling, and recordkeeping. Works closely with Site Supervisors and central departments to ensure accurate documentation and smooth site operations.



**Melissa
Larivière**



**Nicole
Lebel RECE**



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