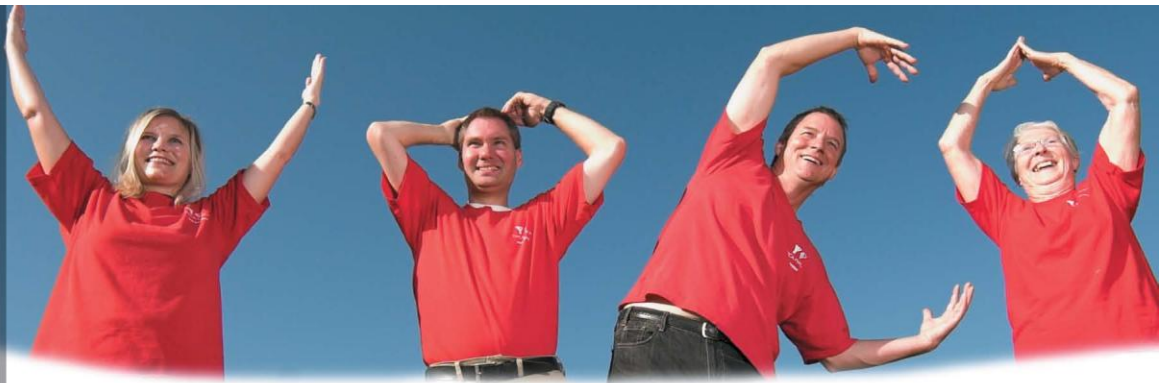


Y Employment OPPORTUNITIES



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Position Title: OUT OF SCHOOL CARE SUPERVISOR (Part-Time Position)
Location: Black Mountain Elementary
Compensation: 27 hours per week, \$16/hour plus membership
Placement Date: August 26, 2010

We are seeking an Out of School Care Supervisor who is energetic, personable, resourceful, well-organized, a natural at building relationships and bringing out the best in people.. If that sounds like you, then this is your ideal job!

The YMCA-YWCA of the Central Okanagan currently operates 6 out of school care programs and provide care to more than 100 families. Our Out of School care programs include a variety of activities that will foster optimal developmental growth and cultivates the Y values that we encourage in ourselves and our participants of Caring, Respect, Honesty, and Responsibility. The children will be actively engaged in sports, outdoor play, swimming, science, building arts and crafts while ensuring that age appropriate care is provided.

The Out of School Care Supervisor will work with all age groups as well as work closely with the Child Care Providers. Reporting directly to the Child Care Manager, the Out of School Care Supervisor will provide direction in safety and programming, as well as supervision of the children within this licensed facility.

Major Responsibilities and Abilities:

- Direct Supervision of staff, volunteers and practicum students.
- Operate the center with in the Y's child behavior management guidelines.
- Responsible for ensuring you have the adequate supplies
- Responsible for Coordinating and Scheduling staff
- Build healthy relationships with children, parents, teachers, Principles, landlords and other Y colleagues
- Include lot's of fun, play-based educational programming including: interactive play stations, literacy, science, building, drama, reading and more
- Prepare high quality weekly program plans, incorporating our Y values of caring, responsibility, honesty and respect.
- Program Set up and take down
- Monthly news letter to the parents
- Ensure safety and supervision are implemented and maintained according to provincial licensing requirements and standards at all times.
- Interact directly with the children in a positive and supportive manner.



Y Employment

We build strong kids, strong families, strong communities

Qualifications:

- Must be 19 years of age (licensing standards)
- Minimum 1 year Childcare related experience
- Current First Aid and CPR Certificate
- Clear bill of mental and physical health from a doctor
- Satisfactory criminal record check
- Certificate/diploma, or degree, or equivalent education in a Child Centered Discipline
- Have completed a course or a combination of courses of a least 20 hours duration in child development, guidance, health and safety, or nutrition
- Highly Motivated, enthusiastic and responsible individual
- Class 4 Drivers license

Competencies:

Commitment to Mission, Vision and Values: Demonstrates and promotes a personal understanding of and appreciation for the mission, vision and values of YMCA-YWCA of the Central Okanagan.

Service Orientation: Deliberately identifies self and creates opportunities to enhance each and every person's YMCA-YWCA experience.

Leadership: Motivates and inspires self and others to take action to achieve desired outcomes.

Coaching and Development: Commits to assisting participants, volunteers, staff and self in continuous learning and development.

Relationship Building and Collaboration: Builds positive interactions both internally and externally to achieve work related goals.

Planning and Organizing: Establishes a clearly defined and effective course of action for self and others to accomplish short and long term work goals

Change Management: Ability to lead groups into new directions initiates and manages change to achieve the strategic outcomes of the Association.

Application Process:

Please apply in writing, with cover letter and resume, to:

Sue Boser – Manager of Out of School Care, Kelowna Family Y

375 Hartman Road, Kelowna BC V1X 2M9

E-mail: sboser@ymca-ywca.com

Fax: 250.765.7962 Attn: Sue

Application Deadline: **May 21, 2010**