



Program Leader, Out of School Care (2 Positions)

Location(s): Rutland and West Kelowna Elementary Schools

Compensation: \$14/hr. + YMCA membership

Schedule: Part Time 20hrs/week;

M-F 2:00-6:00pm + possibility for additional hours

Start Date: ASAP

The Program Leader, Out of School Care (OOSC) is energetic, personable, resourceful, well-organized, with superior interpersonal skills, and excels in a fast paced, challenging work environment.

Reporting to the Program Supervisor, the Program Leader, OOSC is a key member of the Child Care team that operates six out of school care and three preschool programs for more than 320 community families.

The Program Leader, OOSC leads, supervises, ensures safety and plan programs for the Y's Out of School Care program while also instilling the Y's core values of caring, respect, responsibility and honesty. The Program Leader, OOSC adheres to provincial licensing regulations for children in kindergarten to grade six. The Program Leader, OOSC supports

optimal developmental growth as children actively engage in sport, outdoor play, swimming, science, arts and crafts and community out trips.

Major Responsibilities:

- Leads high quality program planning, incorporating the Y's values
- Maintains safety and supervision in accordance with provincial licensing requirements and standards
- Builds healthy relationships with children, parents, and colleagues
- Actively interacts with children ages 5-12 as a play partner and homework helper
- Supports implementation of play based educational programming, including interactive play, literacy, mathematics, science, building, drama, games, team building, daily physical activity, and sports
- Participates in YMCA of Okanagan community initiatives such as Strong Kids Campaign, Healthy Kids Day, etc.

Qualifications:

- Must be 19 years of age (as per provincial licensing standards)
- Minimum 20 hours of professional development relating to children's health, nutrition, safety, development and/or guidance
- Valid class 4 operator's license (is an asset)
- Valid First Aid Certificate with CPR level B or C
- Upon request provide three references. A minimum of two will be professional in nature (e.g. employer, supervisor, colleague teacher, coach, etc.)
- A satisfactory Criminal Record Check. Successful candidates will be required to provide a current and satisfactory Criminal Reference Check/Vulnerable Sector Search issued no later than six months preceding your start date. The YMCA will provide applicable instructions and paperwork.



Competencies:

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

Service Attitude: Identifies needs and wants of members/participants as priority and responds in an effective and timely manner to enhance every person's Y experience.

Application Process:

Please apply through the link below, with cover letter and resume to addressed to:

Colleen Keeler, Manager – Child Care Programs
#201-2949 Pandosy Street, Kelowna BC V1Y 1W1

<https://bit.ly/2RVBWya>