



Youth Program Supervisor

Location: Kelowna Family YMCA
Compensation: \$16.84/hr + benefits and family membership
Schedule: Full Time 30 - 40hrs/week
Evenings & weekends
Some outdoor work
Placement Date:
January 14, 2019

We are looking for a Youth Program Supervisor who is energetic, personable, resourceful and great at building relationships with youth! This position requires a well-organized person with superior interpersonal skills who excels in a fast-paced and challenging work environment while maintaining positive relationships at the Kelowna Family YMCA with our members, co-workers and the management team while instilling our core values of caring, respect, responsibility and honesty.

Reporting to the Child and Youth Manager, the Youth Program Supervisor is a key member to the Child and Youth team at the Kelowna Family YMCA who mentors and develops the Child & Youth front line staff (Program Leaders and Assistants), ensuring quality program delivery and consistent evaluation for continued growth and improvement.

Major Responsibilities:

- Provide support, coaching and supervision to Program Leaders/Assistants and Volunteers in all Youth Programs
- Create, prepare, implement and oversee all youth-aged programs while aiding fellow Supervisors in other child programming
- Assist the Child and Youth Manager with on-boarding
- Work collaboratively and maintain positive communications with all employees
- Strong conflict resolution and leadership skills
- Responsible for program communications to members (e-PACT, program e-mails and newsletters using MailChimp)
- Make connections and build partnerships with community partners
- Ensure health and safety of all participants maintained

Qualifications:

- Supervisory experience an asset
- Experience and/or education in youth program development, implementation and evaluation
- Experience working with youth with exceptionalities an asset
- CLASS 4 Driver's license (or willingness to obtain)
- Proficient with technology (Microsoft Office Software, Program Registration Software CLASS, Mail Chimp, ePACT)
- Current Standard First Aid and CPR-C (or willingness to obtain)



- 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
- Upon request provide three references. A minimum of two will be professional in nature (Ex. employer, supervisor, colleague, teacher, coach, etc.)

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 YMCA

Application Process:

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

Tina Bennett - Manager, Child and Youth Kelowna Family Y
375 Hartman Road, Kelowna, BC, V1X 2M9

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

We thank you for your interest, however only candidates selected for an interview will be contacted.