



**YMCA of Central East Ontario**  
**Trenton/Belleville**

**POSITION VACANCY:** Kids Club Staff (Supervisor (4),  
Assistant (2), Assistant/Enhanced (1)  
Supply/On-Call (4))

**EFFECTIVE:** On-Going

**REPORTS TO:** Kids Club Coordinators

**STATUS:** 20-25 Hours Per Week

**Contract November 2017 - June 29, 2018**

**OVERVIEW:**

The YMCA of Central East Ontario is a charity committed to strengthening the foundations of community. We are dedicated to helping people grow in spirit, mind and body.

All offers of employment will be subject to the provision that the successful incumbent provides the YMCA of Central East Ontario with a current (within 30 days of hire) and satisfactory Police Records Check with vulnerable sector screening.

**GENERAL ACCOUNTABILITY:**

The YMCA of Central East Ontario is seeking motivated, enthusiastic, fun and innovative child care workers to develop and implement interactive and exciting activities and games for children and youth! We are looking to fill our team with members whose values reflect that of caring, respect, honesty, inclusiveness and responsibility. The successful candidate will embrace a positive attitude toward promoting a sense of well-being, expression, belonging, and engagement.

**KEY RESPONSIBILITIES:**

Safety and Well-Being

- Provide a fun and safe program for children ages JK-12 years in a before and after school setting.
- Ensure program areas is safe, clean, well organized and hazard free
- Ensure the safety of all children while providing continuous supervision
- Ensure program supplies and equipment are maintained and monitored regularly

Program Planning

- Plan and implement age appropriate activities for children that engage them in spirit, mind, and body and create a sense of belonging
- Provide quality program planning to meet the children's interests

## Implementation

- Excellent interpersonal and communication skills both written and verbal
- Be a positive role model of the Association's Mission, Vision and Values
- Continuously acting to strengthen relationships with clients, children and staff in all program areas of the association
- Meet the standards of inspection from the Health Unit, Ministry of Education, Ministry of Environment, and third party
- Meet compliance requirements of the Child Care and Early Years Act and maintain records daily
- View children as capable, competent, and curious

## Research and Professional Development

- Working knowledge of "How Does Learning Happen?" and Ontario's Pedagogy for the Early Years
- Remaining current in standards set out by the Ministry of Education and the Child Care and Early Years Act
- Attend all staff meetings, planning sessions and training events as required by the association

## **CERTIFICATIONS:**

- Standard First Aid and CPR Level "C"
- Current and up- to-date immunizations
- Valid Drivers License/Own Transportation
- Police and Vulnerable Sector Check
- Negative TB Reading

## **WORKING CONDITIONS**

- Flexibility and willingness to work at various locations
- Reliable transportation in order to travel to multiple sites

## **EDUCATION/TRAINING/QUALIFICATIONS:**

- RECE, Child and Youth Worker, Recreation and Leadership Certifications or Primary/ Junior qualifications in teaching

## **EXPERIENCE:**

- A minimum of 2 years experience working with children in licensed childcare
- Working knowledge of "How Does Learning Happen?" and Ontario's Pedagogy for the Early Years

**CORE COMPETENCIES:**

Insert Competency	Insert Competency Description
Commitment	To the organization; community event participation and motivation
Integrity	Being true to your word, honest
Leadership	Providing appropriate guidance and boundaries for the children we care for, lead by example
Relationship Building	Establish relationships with families and children we for and the school personnel that we work with
Teamwork	Working with other child care staff members to introduce “A Place to Connect” curriculum to the children we support.

All interested candidates are to submit a letter of application and resume to:

Sara Behring  
Kids Club and Licensing Coordinator  
YMCA of Central East Ontario – Belleville  
433 Victoria Avenue, Belleville ON. K8N 2G1  
[sara\\_behring@ymca.ca](mailto:sara_behring@ymca.ca)

We appreciate your interest in a career opportunity with the YMCA of Central East Ontario. Please note that only those selected for an interview will be contacted.

The YMCA of Central East Ontario is committed to an environment that is barrier free; if you require accommodation during the hiring process, please inform us in advance so that we can arrange reasonable and appropriate accommodation. The YMCA of Central East Ontario values the diversity of people and communities and is committed to excellence and inclusion in our Association.