



**Children's Recreational Program Staff
Downtown Victoria YMCA-YWCA**

Vacancies: 2

Positions: Casual (up to 19 hours/week)

Placement: January 2019

Salary: \$15.55 per hour

Hours: This position will require schedule flexibility, with the ability to provide additional shift coverage as needed. Available shifts:

Tuesday 4:30pm – 7:15pm

Thursdays 4:30pm – 7:15pm

Possible other shifts: Daily 8:45am – 1:15pm

Nature and Scope:

The Children's Recreational Program Staff will provide high quality programs and services to our members and participants, and works as a member of the Health, Fitness and Aquatics program team. This includes maintaining a safe environment, providing safe and enjoyable recreational programs for families and children ages 0-12 years of age. The range of programming includes (but is not limited to) supervision of the following activities: PlayCare (childminding), family activities (parents with young children), active games, adventure clubs, and sports programs.

This casual position is entitled to an individual YMCA-YWCA membership.

Responsibilities:

- Provide excellent customer service to members, volunteers, and staff
- Provide set-up and take-down of program equipment and other equipment as required
- Ensure that equipment is safe and in good repair (immediately report any malfunctions and remove any damaged equipment promptly)
- Maintenance and cleaning duties as required
- Ensure the safety of all members, participants, staff, and property by following YMCA-YWCA standards/policies/procedures and ensuring they are maintained amongst all members and staff
- Monitor commitment to service excellence by role modelling and maintaining YMCA SAM 2.1 standards
- Develop and maintain professional and courteous relationships with members and participants
- Contribute as a member of our staff team in the overall operation of the Health, Fitness and Aquatic Centre, including performing other duties as assigned

Qualifications:

- Experience in leading activities for children ages 0 to 12 years
- Reliable and dependable
- Ability to communicate effectively with children in the target age group
- Able to deliver programs (with appropriate age activities) in keeping with YMCA-YWCA standards

- Ability to establish and maintain positive communication with parents
- Current Standard First Aid and CPR C required
- A clear Police/RCMP Criminal Record Check with Vulnerable Sector Screening required

Competencies

- Commitment to Organization Vision and Values
- Commitment to Health and Safety
- Customer Service
- Teamwork
- Communication
- Problem Solving
- Planning and Organization

To Apply: Please send a cover letter and resume to:

Human Resources
YMCA-YWCA of Vancouver Island
Email: hr@vancouverislandy.ca

Please Note:

- 1. Application Deadline:*** This posting will close when suitable candidates have been found.
- 2. We thank all applicants, but only short-listed candidates will be contacted for an interview.***
- 3. Please indicate in your cover letter how you heard about this position.***
- 4. Internal applicants are expected to inform their supervisor prior to application.***

The YMCA-YWCA of Vancouver Island is an equal opportunity employer.