



**YMCA-YWCA  
Vancouver Island**

**Early Childhood Support Worker  
Downtown YMCA-YWCA (Victoria, BC)**

**Position:** Casual/Term Position

**Vacancies:** 1

**Placement:** August 1, 2020

**End Date:** August 31, 2021

**Wage:** \$21.32 per hour (Early Childhood Educator)  
\$18.50 per hour (Early Childhood Educator Assistant)

**Hours:** 38 hours per week

Position is Monday-Friday and shifts are between the hours of 8:00am - 5:00pm.

**Nature and Scope:**

Reporting to the Child Care Supervisor, the Early Childhood Support Worker will work directly within the early childhood program, providing high quality care and creative programming for children in a group setting. Working in collaboration with the childcare team and in partnership with Supported Child Development and the child's family, the Early Childhood Support Worker plans and leads a program that is consistent with the YMCA Playing to Learn curriculum. The Early Childhood Support Worker works directly within the program at all times; a dedication to the inclusion model of integration is required. This role is classified as a Casual/Term position and is dependent on external funding.

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

**Responsibilities:**

- To read, understand and follow all YMCA-YWCA policies and procedures related to the guidance and care of children
- To assist with the planning and implementing of a consistent child-centered program in accordance with YMCA-YWCA and CCFL standards, including YMCA Playing to Learn curriculum standards
- To interact directly with the children, facilitating a healthy learning environment and adapting activities (as needed) to ensure maximum participation and engagement
- To establish and maintain positive daily communication and interaction with families, providing quality customer service and building meaningful relationships within the community
- To ensure that all safety and supervision standards are implemented and maintained according to licensing and YMCA-YWCA requirements
- To maintain confidentiality of all information related to the centre, the children, their families, and staff
- To work effectively and as an active member of the staff team, assisting with other duties and responsibilities as required
- To attend YMCA Playing to Learn professional development sessions and other trainings as required
- To maintain a neat, orderly, and clean environment, including all activity areas and washrooms

- To release children only to those authorized by parent/guardian

**Qualifications:**

- Current Early Childhood Educator or Early Childhood Educator Assistant BC License to Practice required
  - Special Needs Educator Certificate is an asset
  - Infant/Toddler Educator Certificate or additional courses/training related to child growth and development are assets
  - Prior experience working with children who require additional support to meet their physical and/or developmental needs is an asset
  - Experience working with children in a child care/recreational setting
  - Strong written, verbal and communication skills
  - High level of organization and customer service skills
  - Current First Aid and CPR required
  - A clear Ministry of Justice Criminal Record Check with Vulnerable Sector Screening required
  - A clear Police/RCMP Criminal Record Check with Vulnerable Sector Screening required\*
- \*Note: Cost reimbursed after successful completion of the probationary period.

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

Human Resources  
YMCA-YWCA of Vancouver Island  
Email: [hr@vancouverislandy.ca](mailto:hr@vancouverislandy.ca)

**Please Note:**

1. ***Application Deadline:*** This posting will close when a suitable candidate has been found.
2. ***Internal applicants are expected to inform their supervisor prior to application.***
3. ***Please indicate in your cover letter how you heard about this position.***
4. ***Short-listing will take place as applications are received.***
5. ***We thank all applicants, but only short-listed candidates will be contacted.***

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